

# CONVERSE COUNTY COMMISSION MEETING

July 15, 2025 - 8:00 a.m. to 3:00 p.m.

107 N. 5TH STREET, SUITE 114, DOUGLAS, WY 82633

Commission Chambers are OPEN to the public.

1. 8:00 A.M. CONVENE, PLEDGE OF ALLEGIANCE  
**CONVERSE COUNTY COMMISSIONERS:**  
James H. Willox, Chairman  
Richard C. Grant, Vice Chairman  
Robert G. Short, Board Member  
Trent Kaufman, Board Member  
Donald Blackburn, Board Member
2. 8:15 A.M. DEPARTMENT UPDATES - ROAD & BRIDGE  
Jason Wilkinson, R&B Superintendent; John Shepherd, Foreman; Cal Twiford, Consulting Engineer
3. 9:15 A.M. DEPARTMENT UPDATES - HUMAN RESOURCES  
*Kristin Watson, HR Director*
4. 10:30 A.M. PUBLIC HEARING: RANSOM'S ALIBI (SEE LEGAL DESCRIPTION)  
Tory Walsh, Special Projects Coordinator
  - **Vacation and Replat: Lot 1, Ransom's Alibi Minor Subdivision and** all of the S1/2SW1/4NW1/4SE1/4 of Section 18, T28N, R71W, 6th P.M. Converse County, WY

Documents:

[PH NOTICE RANSOMS ALIBI.PDF](#)

5. 11:00 A.M. UPDATES - POWDER RIVER BASIN INDUSTRIAL COMPLEX  
Larry Glen, PRBIC/Twin Eagle Terminal Logistics
6. 11:30 A.M. UPDATES - USFS DOUGLAS RANGER DISTRICT  
Carlos Coontz, District Ranger, USFS Douglas Ranger District
7. 12:00 P.M. RECESS FOR LUNCH
8. 1:15 P.M. DEPARTMENT UPDATES - PUBLIC HEALTH  
Darcey Cowardin, Public Health Nurse Manager
9. 1:30 P.M. ENERGY & NATURAL RESOURCES UPDATES  
*Dru Palmer, Dru Consulting*
10. GENERAL COUNTY BUSINESS & ACTION ITEMS  
Meeting Minutes, Monthly Warrants, Monthly Reports, Tax Refunds & Cancellations, Void

Warrants, Resolutions, Agreements/Amendments, etc.

- Commission Minutes, July 1 and 2, 2025 Regular Meeting
- Commission Minutes, July 8, 2025 Special Meeting
- Grant Agreement, WY Dept. of Health, Public Health Division, Emergency Preparedness and Response
- Request for Statement of FY2025 Receipts and Expenditures by Sept. 30, 2025 - W.S. 18-3-515
- FY2026 Transfer Memo - Fund 129 to Fund 100, LATCF Funds
- FY2026 Transfer Memo - Fund 230 to Fund 231, County Road Funds
- Bore Permit, Anadarko E&P Onshore LLC, Manning Road/CR53

Documents:

[07.01.2025 OFFICIAL.PDF](#)  
[07.08.2025 OFFICIAL SPECIAL MEETING.PDF](#)  
[CONTRACT, PUBLIC HEALTH EMERGENCY PREP-RESPONSE 2025-2026.PDF](#)  
[W.S. 18-3-515 ANNUAL STATEMENTS.PDF](#)  
[BUDGET TRANSFER MEMO FOR 129 TO GEN FUND.PDF](#)  
[BUDGET TRANSFER MEMO FOR 230 TO 231 - CHALK BUTTES ROAD.PDF](#)  
[BORE PERMIT, ANADARKO, MANNING RD-CR53.PDF](#)

## 11. OTHER UPCOMING EVENTS

- July 15, 8a-5p - Commission Meeting (3rd Tuesday of each month)
- July 15, 3p - Planning & Zoning Commission Meeting (3rd Tuesday of each month)
- July 17, 9a - CCJJC Joint Powers Board Meeting (3rd Thursday of each month)
- Aug 5-6, 8a-5p - Commission Meeting (1st Tuesday/Wednesday of each month)
- Aug 5, 7-8a - Elected Official Breakfast Meeting, MHCC Boardroom
- Aug 6, 7-8a - City/County Breakfast Meeting, MHCC Boardroom
- Aug 19, 8a-5p - Commission Meeting (3rd Tuesday of each month)
- Aug 19, 3p - Planning & Zoning Commission Meeting (3rd Tuesday of each month)
- Aug 21, 9a - CCJJC Joint Powers Board Meeting (3rd Thursday of each month)

This agenda is subject to change at any time without notice. The Board may recess into Executive Session, if necessary, at any time. Previous versions of this agenda are available on this website at all times. A regular meeting will be held on Tuesday and Wednesday, August 5 and 6, 2025, at 8:00 a.m. unless otherwise posted. at the Converse County Courthouse within Commission Chambers, 107 N. 5th Street, Douglas, Wyoming. **The public is invited to attend any Commissioner meeting. To get on the agenda, contact the County Clerk via email or by calling 307-358-2244 by the Thursday prior to the meeting. Per W.S. §18-3-516(f), access to county information can be obtained at the County's official website, [www.conversecountywy.gov](http://www.conversecountywy.gov) or by calling the County Clerk's Office 307-358-2244.**

## NOTICE OF PUBLIC HEARING

NOTICE is hereby given that the following public hearing will be held on July 15, 2025 at 10:30 a.m. in the Converse County Commissioners' Chambers, Converse County Courthouse, 107 N. 5<sup>th</sup> Street, Douglas, Wyoming to obtain citizens' comments on the following proposed subdivision.

The proposed vacation and replat of Lot 1 in Ransom's Alibi Minor Subdivision and all of the S1/2SW1/4NW1/4SE1/4 of Section 18, T28N, R71W, 6<sup>th</sup> P.M. Converse County, WY; addressed as Tara Lane and Braae Road, Douglas, WY 82633.

Additional information may be obtained at the Converse County Special Projects Office, Converse County Courthouse, 107 N. 5<sup>th</sup> Street, Suite B-6, Douglas, Wyoming.

/s/ Tory Walsh, Special Projects Coordinator

Publish: July 2, 2025

**Unapproved Minutes**  
**Board of Commissioners of Converse County**  
**July 1 and 2, 2025**

The regular meeting was called to order at 8:15 a.m. on July 1, 2025. Present in person were Commission Chairman, Jim Willox, Vice-Chairman, Rick Grant; Commissioners Robert Short, Trent Kaufman, and Donald Blackburn; and County Clerk, Karen Rimmer. Commissioners reviewed June warrants, miscellaneous information, and documents to be considered during the meeting.

Mr. Chris Caskey, Technical Services Director, provided departmental updates for Special Projects, Maintenance, Surveyor/GIS, and IT including completed and upcoming subdivisions; ongoing County facility repairs and projects; septic applications; research for projects; GIS projects; open/resolved tickets; ongoing development of County-wide IT training; other trainings; personnel; and general ongoing projects and tasks. No action was taken.

Mr. Donald Maler and Mr. Nathan Campbell, Developers with BrightNight Dutchman Solar, provided general updates on the BrightNight Solar Project. The Industrial Siting application should be approved by February 2026, and construction timelines and the final layout of the project were discussed. The Commissioners requested as-built plans once the project is completed for emergency management purposes. Other aspects of the project were discussed; no action was taken.

Mr. Grant moved to recess into Executive Session pursuant to W.S. 16-4-405(a)(vii) to consider the selection of a site or the purchase of real estate when the publicity regarding the consideration would cause a likelihood of an increase in price; Mr. Kaufman seconded. The meeting recessed at 11:47 a.m. and reconvened at 12:00 p.m. No action was taken.

The meeting recessed for lunch at 12:01 p.m. and reconvened at 1:00 p.m.

Mr. Nathan Steiner, Steiner-Thuesen Landscape Architects (remotely), and Ms. Christy Smith, Caretaker, provided updates on the Ayres Natural Bridge Irrigation Replacement project, specifically pertaining to issues that must be resolved prior to substantial completion. These issues include the pump station, filter alarms, and cycling; system leaks; and placement and construction of certain sprinklers in high traffic areas. The final completion walkthrough will be scheduled once these issues are addressed and corrected. Also discussed were recent upgrades provided by The Great Outdoors Fund and Occidental Petroleum (“Oxy”). Volunteers, including County employees and elected officials, completed these upgrades on June 25, 2025, consisting of new playground equipment, barbeque grills, trash cans, concrete pads for ADA accessible tables, and a large campground fire ring. No action was taken.

Mr. Russ Dalgarn, Emergency Manager, provided departmental updates including the emergency communications tower; CodeRED contract renewal; and a request for the purchase and implementation of a new software program, Center Alert, to assist with emergency sirens, which the Commission stated they would add into the FY2026 budget. No action was taken.

Mr. Jason Wilkinson, Road & Bridge Superintendent and Mr. John Shepard, Foreman provided departmental updates including major reconstruction projects; road maintenance; gravel pits; and personnel. No action was taken.

The minutes of the June 17, 2025 regular meeting and Executive Session were approved and ordered filed.

Mr. Grant moved to approve April warrants in the amount of \$4,511,578.88; 307 Healing Waters 70 Wellness; 307 Signs&More 387.60 Svc; 5 ACES Printing 2853.44 Svc; 7 Stones Electric 7417.57 Svc; A Diamond Trucking 10480 Rd Maint; AT&T Mobility 2582.11 Util; Ace Calibrations 1050 Svc; Advanced Geotechnical 8713.5 Svc; Airgas USA 53.82 Svc; ALSCO 1389.93 Supplies Alvarado Adam 86.8 Reimb; Anderson Kelli 520.42 Reimb; Arete Design Group 9183 Svc; Atlas Office 757.39 Supplies; Atlas Premier 1369.38 Lease; Atlas Reproduction PEAC 1058.17 Lease; B&B Leasing 1285.97 Lease; Barnes Law 1147.8 Legal; Bennett Sandra 84 Svc; Big Horn Tire 360 Supplies; Black Hills Energy 7085.78 Util; Blackburn Cattle 15720 Rd Maint; Blackburn Donald 84 Reimb; Bliss Mary 651 Reimb; Bloedorn Lumber 396.4 Supplies; Bob Barker 1263.84 Supplies; Bob Ruwart Motors 34012.72 Svc; Body Shop 325 Wellness; Bomgaars 1873.19 Supplies; Bonanza Earth Relocators 31080 Rd Maint; Boner Brothers 8122.50 Rd Maint; Boys&Girls Club 5000 Allocation; Brown Kenneth 468 Legal; Bryan Cropper 800 Svc; Carpet One 7545.31 Supplies; Carquest Douglas 3858.58 Supplies; Caskey Chris 1365.8 Reimb; Casper Marine&Rec 1882 Supplies; CDW Govt 208799.39 Supplies; CenturyLink 3403.96 Util; Certain Serenity Massage 120 Wellness; Certified Lab 361.27 Svc; Cigna 342371.28 Insurance; Cindi Wood 2629.38 Legal; City Douglas 7087.52 Util; City Shoe&Saddle 874.95 Reimb; CleverPath IT 4584.29 Svc; Coca Cola 26.25 Supplies; Communication Tech 2330.45 Supplies; Community Action 1742.86 Allocation; Comtronix 711.03 Svc; Converse Fair Board 41034.12 Allocation; Converse Firewise 1600 Svc; Converse Predator Mgmt 15000 Allocation; Converse Search&Rescue 187.5 Retirement; Converse Weed&Pest 442.5 Supplies; Cornerstone Detention 300.5 Supplies; Cowboy Chemical 1189.15 Supplies; Cowboy Supply 77.28 Supplies; Croell 129374.2 Rd Maint; Decker Auto Glass 209.85 Svc; Delta Dental 12493.1 Insurance; Dilts Jerry 2265 Rent; Douglas Bus Cntr 68.25 Supplies; Douglas Comm Club 10000 Allocation; Douglas Feed 54.59 Reimb; Douglas FR&Embroidery 150 Supplies; Douglas Grocery 455.27 Supplies; Douglas Hardware 740.28 Supplies; Douglas Med Spa 60 Wellness; Douglas Tire 967.49 Repair; Douglas Trap Club 4775.41 Allocation; Douglas Youth Hockey 50000 Allocation; Doyle Kellynne 189.42 Supplies; DRU Consulting 3031.25 Legal; Dustbusters 196513.66 Rd Maint; E BENEFITS 172.5 Insurance; Earth Work 555769.09 Svc; EWC 45 Rent; Election Sys&Software 2487.5 Supplies; Enterprise17127.42 Allocation; Eye Institute 432 Svc; FAIR Friends Ag 2000 Svc; Fastenal 123.09 Supplies; FDL Arch&Draft 71557.9 Svc; Fire Suppression 482751.52 Allocation; Firinne Polygraph 500 Legal; Floyds Trk Cntr 279.68 Supplies; Forte 436.05 Supplies; Geotec 3886 Supplies; Glaxosmithkline 9997.57 Supplies; Glenrock HW Hank 36.97 Supplies; Glenrock Housing 877.5 Reimb; Gorman Funeral 3219 Allocation; Grainger 15324.27 Supplies; Granite Telecom 1468.91 Util; Grant Richard 109.2 Reimb; GreatAmerica 236.06 Lease; Greiner 77.44 Supplies; Guenther Kenneth 150 Reimb; H&J Trucking 6090 Rd Maint; Hansen Cont 5300 Svc; HDR 128245.43 Svc; Heintz

Surv 337.5 Svc; Henson Fencing 7956 Supplies Henson Tiffany 35 Reimb; High Country Behavioral Health 13119.02 Allocation; Highway Imp 82846.65 Rd Maint; Hilltop Natl Bank 621 Insurance; Hinckley Jeremiah 45 Reimb; Hinton Chris 35 Reimb; Hiser Andrea 140 Reimb; Homax 36702.2 Supplies; HR Performance 5779.2 Svc; Inner Strength 120 Wellness; Intl Academies 660 Svc; Jackson Group Peterbilt 3180.87 Supplies; Jerrys Welding 1304.97 Supplies; Joyful Living 120 Wellness; Justin Miller Trucking 20760 Rd Maint; K&R Const 7388 Svc; KCK 8760 Rd Maint; Kelly Thomas 2110 Permits; Knife River 632971.8 Svc; L&L Fab 4870 Supplies; Lab Corp 116.5 Svc; Laramie Peak Humane Soc 2390.33 Allocation; Laramie Range Water 771.5 Svc; Lexisnexis Matthew Bender 237.1 Supplies; Loco Luna 10480 Rd Maint; Mark Hardee Atty 183.09 Legal; Martorano David 1800 Svc; Massage Therapy Silke Hodges 300 Wellness; Masters Touch 523.58 Svc; McKesson Medical 54.86 Supplies; McKillip Trucking 7600 Rd Maint; MHCC 411890.19 Allocation; Mile X Equip 5469 Supplies; Miller Crimson 2 Reimb; Moores Heavy Equip 21896.47 Supplies; Motor Power Casper 562.09 Supplies; Mountain West Tech 104.95 Util; NAPA Glenrock 43.11 Supplies; Newman Signs 5478.83 Supplies; Niobrara Electric 59.7 Util; NMS Labs 169 Svc; Norco 926.41 Supplies; O'Reilly Auto 25.15 Supplies; ODP Business Sol 100.55 Supplies; OffenderWatch 94.9 Svc; Office Ally 10 Insurance; Olsen Christie 10480 Rd Maint; On Target Ammunition 16520 Supplies; Outdoor Enthusiasts 10000 Allocation; Palen Law 252 Legal; PartsOne 846.81 Supplies; Peak Fitness 425 Wellness; Pictometry Intl 248937.2 Svc; Pimentel Esther 35 Reimb; Pitney Bowes 334.83 Lease; Plainsman Printing 534.72 Supplies; PowerDMS 1379.46 Subscript; Price Pumping 20005 Rd Maint; Price Trucking 11382.5 Rd Maint; Principal 3464.78 Ins; Priority Dispatch 425 Svc; Pure Raine 680 Wellness; Quadient Finance 2000 Svc; Quadient Leasing 876.48 Lease; Quill 289.68 Supplies; R&R Rest Stops 478.6 Svc; R&S NE 366.97 Supplies; Ramshorn Constr 13000 Svc; Range 1506.23 Util; Reaper Logistics 29800 Rd Maint; Rock Solid SST 741.95 Supplies; Rocky Mtn Power 24807.1 Util; Rocky Mtn Wash 460.25 Svc; Rons Supply 520.95 Supplies; Russ Towing&Recovery 202 Svc; S&L Ind 97157.5 Svc; Sams Club 826.91 Supplies; Sanofi Pasteur 2569.71 Supplies; Schell Joel 175 Reimb; Schubert, Arthur F 1995 Svc; Secretary State 60 Svc; Shattos Frontier Drug 2799.89 Supplies; Shepherd John 150 Reimb; Short Powerline 12886.5 Svc; ShredAmerica 782.28 Svc; Shuler Kristy 35 Reimb; Shumway Nathan 284.97 Reimb; Sign Solutions 722.62 Supplies; Smiley Face Logistics 2880 Rd Maint; Smith Psych Serv 690.6 Svc; Smith Christina 18 Svc; Specialty Counseling 350 Svc; State of WY 42.18 Svc; Stearns Jane 1200 Svc; Steiner Thuesen 3734.49 Svc; Stinson Lawn 6000 Svc; Stotz Equip 707.39 Supplies; Summit Food Serv 19443.31 Svc; Super Vacuum Mfg 88.48 Svc; Tegeler 750 Svc; Terra GIS 720 Svc; TGOB Material 358.86 Rd Maint; Thalken Twyla 487.5 Svc; Top Office 838.71 Supplies; Town Glenrock 957.92 Rent & Svc; Trane US 2893.13 Svc; Tri State Truck&Equip 102.35 Supplies; Twiford Calvin 16313.85 Svc & Rd Maint; Tyler Tech 13083.5 Svc; Univ WY 6783 Allocation; UW 4H Conv Co 111.22 Supplies; Verizon Wireless 607.43 Util; Visa 35129.89 Misc; Visionary Comm 1353.16 Util; Vyve Broadband 204.37 Util; WC&PAA 500 Dues; Wagner Allegra 112 Reimb; Watson Kristin 72.24 Reimb; Western Dakota Energy 100 Permits; Western Skies Tech 1500 Svc; Western Sunset 20797.25 Rd Maint; WY Behavioral 515.5 Svc; WY Co Assessor 265 Svc; WY Machinery 2114.84 Svc; WY Public Health 714 Svc; WY Rigging&Ind 197 Supplies;

Wyo Lawn&Tree 192.75 Svc; WLEA 790 Svc; WY Work Warehouse 426.98 Reimb; Youth Dev Serv 3750 Allocation; Z Lazy Y Trucking 10480 Rd Maint; Zen Spa 300 Wellness June monthly reports: Assessor: \$40,075; Clerk: 43,228.77; Clerk of District Court: 5,562.50; NOVCS: 2025-0291 1876 Resources LLC cancellation 9.74; 2025-0264 Wold Energy Partners LLC cancellation 606.49 and 175.75; Mr. Kaufman seconded; motion carried.

Mr. Blackburn moved to approve the Annual Compensation Agreement between Converse County and the University of Wyoming for payment of a portion of the UW Extension Educator salary in the amount of \$28,332 annually for a term from July 1, 2025, to June 30, 2026; Mr. Grant seconded; motion carried.

Mr. Short moved to approve Amendment No. 4 to the lease agreement between Converse County and Central Wyoming Motorsports to change the dates of the August events to August 15 through August 17, 2025; Mr. Kaufman seconded; motion carried.

The Commissioners authorized the closure of the Converse County Extension Office to the public the week of the Wyoming State Fair, August 11 through August 15, 2025.

The meeting recessed at 3:30 p.m. and reconvened at 8:30 a.m. on Wednesday, July 3, 2025.

The Commissioners and Kristin Watson, HR Director, discussed the potential for a Deputy Emergency Management Coordinator position with Mr. Russ Dalgarn, Emergency Manager, including status and job description. Following discussion, Mr. Short moved to authorize the change in title of the Emergency Management Administrative Assistant to Deputy Emergency Management Coordinator and adjust the job description as appropriate; Mr. Kaufman seconded; motion carried.

The Commissioners authorized and signed a letter for the Wyoming Department of Environmental Quality, Air Quality Division, for the Shawnee Gravel Pit for Converse County to obtain a DEQ permit for operations.

Mr. Grant moved to reappoint Ms. Kathy Weinsaft and Ms. Margaret Nunn to the Glenrock Solid Waste & Disposal District each for a three-year term from July 1, 2025, to June 30, 2028; Mr. Short seconded; motion carried.

Mr. Short moved to approve an out-of-jurisdiction Catering Permit for P&Z Inc. DBA Double D Liquors for a catered event (wedding) to be held on July 26, 2025, at 160 Spring Canyon Road, Converse County, Wyoming; Mr. Kaufman seconded. It was noted for the record that the City of Douglas as the local licensing authority authorized P&Z to apply with Converse County; motion carried.

A County-wide business meeting began at 9:00 a.m. with multiple department updates including Assessor; Technical Services; Emergency Management; Sheriff's Office/Detention; Public Health; HR; Clerk of District Clerk; Clerk; and Commissions. Topics discussed included property values; ongoing maintenance; facility projects; abandoned vehicles and auction; evidence vehicles; various policies to comply with state law; audit preparations; prescription donation program information; capital projects including the Lambert Subdivision Sewer and Water Improvements Project, Animal Shelter Expansion Project, Eastern Wyoming College

Construction Trades Addition, and Chalk Buttes Road and Ridgewater Road Reconstruction Project; and the proposed FY2026 budget and policy decisions. No action was taken.

Mr. Mike Jennings, Relic Services LLC (remotely), provided updates on the Converse County Shooting Complex Improvements Projects, specifically pertaining to necessary dirt work to ensure safety in the 600-yard range area by creating a berm along the south side of the range. Costs were discussed for the road, culvert, crew on site, and clean up. Following discussion, Mr. Blackburn moved to authorize the County to enter into an agreement with Relic Services, LLC based on the quote presented on July 1, 2025, at a price not to exceed \$14,555.56 per week for dirt work at the Shooting Range Complex; Mr. Short seconded; motion carried.

Mr. Matthew Ashby, Ayres & Associates; Ms. Ansley Mouw, Else Architecture; Ms. Cindi Martinez, Wyoming Department of Environmental Quality (DEQ); and Mr. J.D. Cox and Ms. Clara Chaffin, City of Douglas, provided a high-level overview of a draft Land Use Plan for the John Lambert Subdivision. Following discussion of site overview, site environmental assessment, and development positioning, several preferred land use scenarios were reviewed, as well as implementation strategies and next steps. A necessary storm drain replacement No action was taken.

The Commissioners held a brief work session to review the FY2026 budget and specific requests for departmental budget adjustments. No action was taken.

The regular meeting recessed at 12:00 p.m. and reconvened at 1:30 p.m.

Ms. Jessie Dykehouse and Mr. Dan Berens, FDL Consulting, LLC, provided an overview of the 95% design documents and construction specifications. Discussion of construction documents; phasing construction; bid and construction timeline; contract considerations for liquidated damages and contract language; and final review of plans, specifically drainage and electrical service, were discussed at length. Mr. Short moved to approve the Wyoming DEQ Storm Water Pollution Permit (SWPP) application for storm water drainage along Twin Bridges Road; Mr. Kaufman seconded; motion carried.

Mr. Grant moved to approve a FY2025 budget memo authorizing the transfer of Cedar Springs IV Wind Farm Impact Assistance Funds in the amount of \$952,389 from Fund 245 into Fund 231 Other Roads for completed approved road improvements: Mr. Short seconded; motion carried.

The regular meeting adjourned at 2:59 p.m.

A Special Meeting of this Board will be held on July 8, 2025, at 4:00 p.m. to consider the FY2026 proposed County budget, and a regular meeting will be held on July 15, 2025, at 8:00 a.m., unless otherwise posted. Both meetings will be held at the Converse County Courthouse within Commission Chambers, located at 107 N. 5<sup>th</sup> Street, Douglas, Wyoming. The public is invited to attend. To be a part of the agenda, call the Clerk's Office by the Thursday before the meeting. Per W.S. §18-3-516(f), access to county information can be obtained at [www.conversecountywy.gov](http://www.conversecountywy.gov) or by calling the County Clerk's Office at (307) 358-2244.

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James H. Willox, Chairman

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Karen Rimmer, County Clerk  
Publish: July 23, 2025, Douglas Budget & Glenrock Independent

**Unapproved Minutes**  
**Board of Commissioners of Converse County**  
**July 8, 2025**

The Special Meeting was called to order at 4:00 p.m. on July 8, 2025. Present were Commission Chairman Jim Willox; Vice-Chairman Rick Grant; Commissioners Robert Short, Trent Kaufman (remotely), and Donald Blackburn; and County Clerk, Karen Rimmer. Other members present included some County elected officials, department heads, and County employees.

Mr. Willox recessed the meeting into a public hearing to consider public comment on the proposed FY2026 County budget. Mr. Willox provided an overview of capital projects, employee salaries, significant changes compared to FY2025, and changes made since the public hearing was published on July 2, 2025. There were no written or public comments in favor or opposition of the FY2026 proposed budget. The public hearing adjourned at 4:05 p.m. Mr. Blackburn moved to approve and adopt:

**RESOLUTION 07-25**

**A RESOLUTION APPROPRIATING MONEY FOR THE FISCAL YEAR 2026 ANNUAL  
BUDGET OF CONVERSE COUNTY, WYOMING**

WHEREAS, pursuant to W.S. §16-4-104(a), on the 15<sup>th</sup> day of May 2025, the Converse County Clerk, as the budget-making authority for Converse County, prepared and submitted to the Board of Converse County Commissioners (“Board”) a proposed county budget for the fiscal year ending June 30, 2026; and

WHEREAS, a notice of public hearing for the FY2026 budget, together with the summary of said budget, was published in the Douglas Budget on July 2, 2025, as a legal newspaper published in the County of Converse and of general circulation, as well as in the Glenrock Independent the same day; and

WHEREAS, a public hearing was held on July 8, 2025, at 4:00 p.m., in the Converse County Courthouse, Douglas, Wyoming, to allow all interested parties the opportunity to provide public comment regarding the FY2026 County budget; and

WHEREAS, following said public hearing, the proposed budget as presented in Exhibit “A”, a copy of which is attached hereto and by this specific reference is made a part hereof, was considered as the final budget for FY2026.

NOW THEREFORE, BE IT RESOLVED by the Board of Converse County Commissioners that the proposed budget be adopted as the official County Budget for the FY2026 ending June 30, 2026, and that the expenditures of each officer, department, or spending agency be limited to the amount herein appropriated.

PASSED, APPROVED AND ADOPTED this 8<sup>th</sup> day of July, 2025.

BOARD OF COMMISSIONERS  
CONVERSE COUNTY, WYOMING:  
/s/ James H. Willox, Chairman

ATTEST:

/s/ Karen Rimmer, County Clerk

EXHIBIT “A” TO RESOLUTION 07-25

COUNTY DEPTS	FINAL	TRANSFER ACCOUNTS	FINAL
County Commissioners	\$475,028	Building/Maintenance Reserve	\$2,750,000
County Clerk	\$925,606	Equipment Reserve	\$1,000,000
County Treasurer	\$914,670	Salary Reserve	\$250,000
County Assessor	\$1,256,657	Joint Communications	\$814,291
County Sheriff	\$3,524,125	Joint Justice Operations	\$1,772,250
County Attorney	\$1,673,114	Capital Construction	\$3,624,857
Courthouse/Maintenance	\$1,750,204	Economic Development Fund	\$37,500
County Surveyor	\$269,681	Other Roads/231 Fund	\$24,254,500
County Coroner	\$104,795	E911 Fund – FLEX Subscription	\$45,064
Agricultural Agents	\$219,331	Sub-Total Transfer Accounts	\$34,548,462
Clerk of District Court	\$922,932	<b>GENERAL ACCOUNTS</b>	<b>FINAL</b>
County Jail	\$4,428,343	General Accounts - County	\$2,488,999
Road & Bridge	\$5,794,158	Converse County Airport	\$625,000
Elections	\$267,769	Hospital - MHCC	\$3,300,000
Emergency Mgmt.	\$2,759,670	Converse County Library	\$2,888,462
IT	\$871,400	Aid to Others (Includes Capital)	\$1,155,000
Public Health	\$937,932	Operating Reserve Fund	\$5,055,286
Parks & Recreation	\$1,469,925	Depreciation Reserve	\$1,942,000
Human Resources	\$200,082	Property Tax Relief Program	\$300,000
Special Projects	\$141,008	Sub-Total General Accounts	\$9,602,461
Fire Departments	\$2,097,468	<b>SPECIAL REVENUE FUNDS</b>	<b>FINAL</b>
Sub-Total County Depts.	\$31,003,898	Health Grants (HAHR/TANF/MCH/HIV)	\$156,140
<b>GENERAL FUND REQUIREMENTS</b>	\$41,761,359	Prevention Grant	\$130,651
		Grants, Other (CCSO/R&B/FIREWISE)	\$610,377
		E-911	\$289,939
<i>Total does not include Special Revenue Funds</i>		Economic Dev./ACT Work Ready	\$75,000
		Impact Funds (Solar, Wind Projects)	\$0
		Total Special Revenue Funds	\$1,261,407
		<i>Special Revenue Funds are not included in General Fund requirements or in calculations for mill levies.</i>	

Mr. Short seconded; no discussion, and motion carried.

The Special Meeting adjourned at 4:07 p.m.

A regular meeting of this Board will be held Tuesday, July 15, 2025, at 8:00 a.m. unless otherwise posted at the Converse County Courthouse, Commission Chambers, 107 N. 5<sup>th</sup> Street, Douglas, Wyoming. The public is invited to attend. To get on the agenda, call the Clerk's Office by the Thursday before the meeting. Per W.S. §18-3-516(f), access to county information can be obtained at [www.conversecountywy.gov](http://www.conversecountywy.gov) or by calling the County Clerk's Office at (307) 358-2244.

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James H. Willox, Chairman

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Karen Rimmer, County Clerk

Publish: July 23, 2025, Douglas Budget & Glenrock Independent

**Contract #: 248910**

**Entry Date:** 5/20/2025 1:23:23 PM

**Department:** Wyoming Department of Health, Public Health  
Division

**Agency Contact:** Krause, Derrick

**Phone:** 307-777-8624

**Other Agency Contact:** Sheryl Roub

WYOMING ATTORNEY  
GENERAL'S OFFICE

JUN 09 2025

Chandler Pauling  
Assistant Attorney General

**Client Comments:** 1193- Converse County BASE

**Contractor/Vendor Name:** Converse County

**Contract Title:** Converse County BASE

**Contract Type:** Grant Agreement - Federal

**Contract Amount:** 99000.0000

**Contract Effective Date:** 7/1/2025 12:00:00 AM

**Contract Expiration Date:** 6/30/2026 12:00:00 AM

**Status:** Attorney Review Complete

**RETURN VIA:** Ink Signature - Pick-up

**Assigned Attorney:** Chandler Pauling

**GRANT AGREEMENT BETWEEN  
WYOMING DEPARTMENT OF HEALTH, PUBLIC HEALTH DIVISION  
AND  
CONVERSE COUNTY**

1. **Parties.** The parties to this Grant Agreement (Agreement) are Wyoming Department of Health, Public Health Division (Agency), whose address is: 122 West 25<sup>th</sup> Street, 3<sup>rd</sup> Floor West, Cheyenne, Wyoming 82002, and Converse County (Subrecipient), whose address is: 255 North Russell Avenue, Douglas, Wyoming 82633. This Agreement pertains to the Public Health Preparedness and Response Unit.
2. **Purpose of Agreement.** The purpose of this Agreement is to set forth the terms and conditions by which the Subrecipient shall develop public health emergency preparedness and response capability in the jurisdiction through the implementation of the Centers for Disease Control and Prevention Public Health Preparedness Capabilities.
3. **Term of Agreement.** This Agreement is effective when all parties have executed it (Effective Date). The Performance Period of the Agreement is from July 1, 2025, through June 30, 2026. All activities and services shall be completed during this Performance Period.

This Agreement may be extended twice by agreement of both parties in writing and subject to the required approvals. There is no right or expectation of extension and any extension will be determined at the discretion of the Agency.

4. **Payment.**
  - A. The Agency agrees to pay the Subrecipient for the services described in Section 5, below, and in Attachment A, Public Health Preparedness and Response Statement of Work, which is attached to and incorporated into this Agreement by this reference. Total payment under this Agreement shall not exceed ninety-nine thousand dollars (\$99,000.00). Payment shall be made in accordance with Attachment A and within forty-five (45) days after submission of invoice pursuant to Wyo. Stat. § 16-6-602. Subrecipient shall submit invoices by the end of the month following expenses incurred in sufficient detail to ensure that payments may be made in conformance with this Agreement.
  - B. No payment shall be made for work performed outside the Performance Period of this Agreement. Should the Subrecipient fail to perform in a manner consistent with the terms and conditions set forth in this Agreement, payment under this Agreement may be withheld until such time as the Subrecipient performs its duties and responsibilities to the satisfaction of the Agency.
  - C. When the Subrecipient is working at a location requiring an overnight stay, the Subrecipient shall be reimbursed at the rates set out in Wyo. Stats. §§ 9-3-102 and 9-3-103.

**D. Reporting.** By July 31st of each year that this Agreement is in effect, Subrecipient shall provide Agency with summary information on all expenses and anticipated expenses incurred between July 1<sup>st</sup> of the prior year through June 30th of the current year. Failure to provide Agency with this expense information by July 31st may result in the Agency failing to reimburse Subrecipient for any expenses that were incurred prior to June 30th, but not reported.

**5. Responsibilities of Subrecipient.** The Subrecipient agrees to:

**A.** Provide the services described in Attachment A.

**6. Responsibilities of Agency.** The Agency agrees to:

**A.** Pay Subrecipient in accordance with Section 4 above.

**B.** Provide support as described in Attachment A.

**C.** Monitor and evaluate the Subrecipient's compliance with the conditions set forth in this Agreement.

**7. Special Provisions.**

**A. Assumption of Risk.** The Subrecipient shall assume the risk of any loss of state or federal funding, either administrative or program dollars, due to the Subrecipient's failure to comply with state or federal requirements. The Agency shall notify the Subrecipient of any state or federal determination of noncompliance.

**B. Environmental Policy Acts.** Subrecipient agrees all activities under this Agreement will comply with the Clean Air Act, the Clean Water Act, the National Environmental Policy Act, and other related provisions of federal environmental protection laws, rules or regulations.

**C. Human Trafficking.** As required by 22 U.S.C. § 7104(g) and 2 CFR Part 175, this Agreement may be terminated without penalty if a private entity that receives funds under this Agreement:

**(i)** Engages in severe forms of trafficking in persons during the period of time that the award is in effect;

**(ii)** Procures a commercial sex act during the period of time that the award is in effect; or

**(iii)** Uses forced labor in the performance of the award or subawards under the award.

**D. Kickbacks.** Subrecipient certifies and warrants that no gratuities, kickbacks, or

contingency fees were paid in connection with this Agreement, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this Agreement. If Subrecipient breaches or violates this warranty, Agency may, at its discretion, terminate this Agreement without liability to Agency, or deduct from the agreed upon price or consideration, or otherwise recover, the full amount of any commission, percentage, brokerage, or contingency fee.

- E. Limitations on Lobbying Activities.** By signing this Agreement, Subrecipient certifies and agrees that, in accordance with P.L. 101-121, payments made from a federal grant shall not be utilized by Subrecipient or its sub-subrecipients in connection with lobbying member(s) of Congress, or any federal agency in connection with the award of a federal grant, contract, cooperative agreement, or loan.
- F. Monitoring Activities.** Agency shall have the right to monitor all activities related to this Agreement that are performed by Subrecipient or its sub-subrecipients. This shall include, but not be limited to, the right to make site inspections at any time and with reasonable notice; to bring experts and consultants on site to examine or evaluate completed work or work in progress; to examine the books, ledgers, documents, papers, and records pertinent to this Agreement; and to observe personnel in every phase of performance of Agreement related work.
- G. Nondiscrimination.** The Subrecipient shall comply with the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyo. Stat. § 27-9-105, *et seq.*), the Americans with Disabilities Act (ADA), 42 U.S.C. § 12101, *et seq.*, and the Age Discrimination Act of 1975 and any properly promulgated rules and regulations thereto and shall not discriminate against any individual on the grounds of age, sex, color, race, religion, national origin, or disability in connection with the performance under this Agreement.
- H. No Finder's Fees:** No finder's fee, employment agency fee, or other such fee related to the procurement of this Agreement, shall be paid by either party.
- I. Publicity.** Any publicity given to the projects, programs, or services provided herein, including, but not limited to, notices, information, pamphlets, press releases, research, reports, signs, and similar public notices in whatever form, prepared by or for the Subrecipient and related to the services and work to be performed under this Agreement, shall identify the Agency as the sponsoring agency and shall not be released without prior written approval of Agency.
- J. Suspension and Debarment.** By signing this Agreement, Subrecipient certifies that neither it nor its principals/agents are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction or from receiving federal financial or nonfinancial assistance, nor are any of the participants involved in the execution of this Agreement suspended, debarred, or voluntarily excluded by any federal department or agency in accordance with Executive Order 12549 (Debarment and Suspension), or 2 CFR Part 180, or are on the debarred, or otherwise ineligible, vendors lists maintained

by the federal government. Further, Subrecipient agrees to notify Agency by certified mail should it or any of its principals/agents become ineligible for payment, debarred, suspended, or voluntarily excluded from receiving federal funds during the term of this Agreement.

- K. Administration of Federal Funds.** Subrecipient agrees its use of the funds awarded herein is subject to the Uniform Administrative Requirements of 2 C.F.R. Part 200, *et seq.*; any additional requirements set forth by the federal funding agency; all applicable regulations published in the Code of Federal Regulations; and other program guidance as provided to it by Agency.
- L. Copyright License and Patent Rights.** Subrecipient acknowledges that federal grantor, the State of Wyoming, and Agency reserve a royalty-free, nonexclusive, unlimited, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for federal and state government purposes: (1) the copyright in any work developed under this Agreement; and (2) any rights of copyright to which Subrecipient purchases ownership using funds awarded under this Agreement. Subrecipient must consult with Agency regarding any patent rights that arise from, or are purchased with, funds awarded under this Agreement.
- M. Federal Audit Requirements.** Subrecipient agrees that if it expends an aggregate amount set forth in 2 CFR Part 200, Subpart F in federal awards during its fiscal year, it must undergo an organization-wide financial and compliance single audit. Subrecipient agrees to comply with the audit requirements of the U.S. General Accounting Office Government Auditing Standards and Audit Requirements of 2 C.F.R. Part 200, Subpart F. If findings are made which cover any part of this Agreement, Subrecipient shall provide one (1) copy of the audit report to Agency and require the release of the audit report by its auditor be held until adjusting entries are disclosed and made to Agency's records.
- N. Non-Supplanting Certification.** Subrecipient hereby affirms that federal grant funds shall be used to supplement existing funds, and shall not replace (supplant) funds that have been appropriated for the same purpose. Subrecipient should be able to document that any reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds under this Agreement.
- O. Program Income.** Subrecipient shall not deposit grant funds in an interest bearing account without prior approval of Agency. Any income attributable to the grant funds distributed under this Agreement must be used to increase the scope of the program or returned to Agency.
- P. Applicability of Appendix II to 2 CFR Part 200.** This Agreement has been funded, in whole or in part, with an Award of Federal funds and is bound by the federal contract provisions required by the Uniform Guidance Appendix II of 2 CFR Part 200 (the Federal Contract Provisions), incorporated herein by this reference. In the event of a conflict between the Special Provisions section of this Agreement, or any attachments or exhibits incorporated herein, and the Federal Contract Provisions, the Federal Contract Provisions shall control. Failure to

comply with the Federal Contract Provisions shall constitute an event of default under this Agreement. If such a default remains uncured five (5) calendar days following the termination of a thirty (30) day prior written notice period, the Agency may terminate this Agreement. This remedy will be in addition to any other remedy available to the State of Wyoming and the Agency under this Agreement, at law, or in equity.

**8. General Provisions.**

- A. Amendments.** Any changes, modifications, revisions, or amendments to this Agreement which are mutually agreed upon by the parties to this Agreement shall be incorporated by written instrument, executed by all parties to this Agreement.
- B. Applicable Law, Rules of Construction, and Venue.** The construction, interpretation, and enforcement of this Agreement shall be governed by the laws of the State of Wyoming, without regard to conflicts of law principles. The terms "hereof," "hereunder," "herein," and words of similar import, are intended to refer to this Agreement as a whole and not to any particular provision or part. The Courts of the State of Wyoming shall have jurisdiction over this Agreement and the parties. The venue shall be the First Judicial District, Laramie County, Wyoming.
- C. Assignment Prohibited and Agreement Shall Not be Used as Collateral.** Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set out in this Agreement without the prior written consent of the other party. The Subrecipient shall not use this Agreement, or any portion thereof, for collateral for any financial obligation without the prior written permission of the Agency.
- D. Audit and Access to Records.** The Agency and its representatives shall have access to any books, documents, papers, electronic data, and records of the Subrecipient which are pertinent to this Agreement. The Subrecipient shall immediately, upon receiving written instruction from the Agency, provide to any independent auditor or accountant all books, documents, papers, electronic data, and records of the Subrecipient which are pertinent to this Agreement. The Subrecipient shall cooperate fully with any such independent auditor or accountant during the entire course of any audit authorized by the Agency.
- E. Availability of Funds.** Each payment obligation of the Agency is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation and which may be limited for any reason including, but not limited to, congressional, legislative, gubernatorial, or administrative action. If funds are not allocated and available for continued performance of the Agreement, the Agreement may be terminated by the Agency at the end of the period for which the funds are available. The Agency shall notify the Subrecipient at the earliest possible time of the services which will or may be affected by a shortage of funds. No penalty shall accrue to the Agency in the event this provision is exercised, and the Agency shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section.

- F. Award of Related Agreements.** The Agency may award supplemental or successor agreements for work related to this Agreement or may award agreements to other subrecipients for work related to this Agreement. The Subrecipient shall cooperate fully with other subrecipients and the Agency in all such cases.
- G. Compliance with Laws.** The Subrecipient shall keep informed of and comply with all applicable federal, state, and local laws and regulations, and all federal grant requirements and executive orders in the performance of this Agreement. II
- H. Confidentiality of Information.** Except when disclosure is required by the Wyoming Public Records Act or court order, all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Subrecipient in the performance of this Agreement shall be kept confidential by the Subrecipient unless written permission is granted by the Agency for its release. If and when Subrecipient receives a request for information subject to this Agreement, Subrecipient shall notify Agency within ten (10) days of such request and shall not release such information to a third party unless directed to do so by Agency.
- I. Entirety of Agreement.** This Agreement, consisting of ten (10) pages; Attachment A, Public Health Preparedness and Response Statement of Work, consisting of eleven (11) pages and the Federal Contract Provisions, represent the entire and integrated Agreement between the parties and supersede all prior negotiations, representations, and agreements, whether written or oral. In the event of a conflict or inconsistency between the language of this Agreement and the language of any attachment or document incorporated by reference, the language of this Agreement shall control.
- J. Ethics.** Subrecipient shall keep informed of and comply with the Wyoming Ethics and Disclosure Act (Wyo. Stat. § 9-13-101, *et seq.*) and any and all ethical standards governing Subrecipient's profession.
- K. Extensions.** Nothing in this Agreement shall be interpreted or deemed to create an expectation that this Agreement will be extended beyond the term described herein. Any extension of this Agreement shall be initiated by the Agency and shall be accomplished through a written amendment between the parties entered into before the expiration of the original Agreement or any valid amendment thereto, and shall be effective only after it is reduced to writing and executed by all parties to the Agreement.
- L. Force Majeure.** Neither party shall be liable for failure to perform under this Agreement if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits

delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

- M. Indemnification.** Each party to this Agreement shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend, or indemnify the other.
- N. Independent Contractor.** The Subrecipient shall function as an independent contractor for the purposes of this Agreement and shall not be considered an employee of the State of Wyoming for any purpose. Consistent with the express terms of this Agreement, the Subrecipient shall be free from control or direction over the details of the performance of services under this Agreement. The Subrecipient shall assume sole responsibility for any debts or liabilities that may be incurred by the Subrecipient in fulfilling the terms of this Agreement and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this Agreement. Nothing in this Agreement shall be interpreted as authorizing the Subrecipient or its agents or employees to act as an agent or representative for or on behalf of the State of Wyoming or the Agency or to incur any obligation of any kind on behalf of the State of Wyoming or the Agency. The Subrecipient agrees that no health or hospitalization benefits, workers' compensation, unemployment insurance, or similar benefits available to State of Wyoming employees will inure to the benefit of the Subrecipient or the Subrecipient's agents or employees as a result of this Agreement.
- O. Notices.** All notices arising out of, or from, the provisions of this Agreement shall be in writing either by regular mail or delivery in person at the addresses provided under this Agreement.
- P. Ownership and Return of Documents and Information.** Agency is the official custodian and owns all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Subrecipient in the performance of this Agreement. Upon termination of services, for any reason, Subrecipient agrees to return all such original and derivative information and documents to the Agency in a useable format. In the case of electronic transmission, such transmission shall be secured. The return of information by any other means shall be by a parcel service that utilizes tracking numbers.
- Q. Patent or Copyright Protection.** The Subrecipient recognizes that certain proprietary matters or techniques may be subject to patent, trademark, copyright, license, or other similar restrictions, and warrants that no work performed by the Subrecipient or its sub-subrecipients will violate any such restriction. The Subrecipient shall defend and indemnify the Agency for any infringement or alleged infringement of such patent, trademark, copyright, license, or other restrictions.
- R. Prior Approval.** This Agreement shall not be binding upon either party, and the Wyoming State Auditor shall not draw warrants for payment, until this Agreement

has been fully executed, approved as to form by the Office of the Attorney General, filed with and approved by A&I Procurement, and approved by the Governor of the State of Wyoming, or his designee, if required by Wyo. Stat. § 9-2-3204(b)(iv).

- S. Insurance Requirements.** Subrecipient is protected by the Wyoming Governmental Claims Act, Wyo. Stat. § 1-39-101, et seq., and certifies that it is a member of the Wyoming Association of Risk Management (WARM) pool or the Local Government Liability Pool (LGLP), Wyo. Stat. § 1-42-201, et seq., and shall provide a letter verifying its participation in the WARM or LGLP to the Agency.
- T. Severability.** Should any portion of this Agreement be judicially determined to be illegal or unenforceable, the remainder of the Agreement shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.
- U. Sovereign Immunity and Limitations.** Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming and Agency expressly reserve sovereign immunity by entering into this Agreement and the Subrecipient expressly reserves governmental immunity. Each of them specifically retains all immunities and defenses available to them as sovereigns or governmental entities pursuant to Wyo. Stat. § 1-39-101, et seq., and all other applicable law. The parties acknowledge that the State of Wyoming has sovereign immunity and only the Wyoming Legislature has the power to waive sovereign immunity. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign immunity. The parties agree that any ambiguity in this Agreement shall not be strictly construed, either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.
- V. Taxes.** The Subrecipient shall pay all taxes and other such amounts required by federal, state, and local law, including, but not limited to, federal and social security taxes, workers' compensation, unemployment insurance, and sales taxes.
- W. Termination of Agreement.** This Agreement may be terminated, without cause, by the Agency upon thirty (30) days written notice. This Agreement may be terminated by the Agency immediately for cause if the Subrecipient fails to perform in accordance with the terms of this Agreement.
- X. Third-Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties, and obligations contained in this Agreement shall operate only between the parties to this Agreement and shall inure solely to the benefit of the parties to this Agreement. The provisions of this Agreement are intended only to assist the parties in determining and performing their obligations under this Agreement.
- Y. Time is of the Essence.** Time is of the essence in all provisions of this Agreement.

- Z. Titles Not Controlling.** Titles of sections and subsections are for reference only and shall not be used to construe the language in this Agreement.
- AA. Waiver.** The waiver of any breach of any term or condition in this Agreement shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.
- BB. Counterparts.** This Agreement may be executed in counterparts. Each counterpart, when executed and delivered, shall be deemed an original and all counterparts together shall constitute one and the same Agreement. Delivery by the Subrecipient of an originally signed counterpart of this Agreement by facsimile or PDF shall be followed up immediately by delivery of the originally signed counterpart to the Agency.

**THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK.**

9. **Signatures.** The parties to this Agreement, either personally or through their duly authorized representatives, have executed this Agreement on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Agreement.

The Effective Date of this Agreement is the date of the signature last affixed to this page.

**AGENCY:**

Wyoming Department of Health, Public Health Division

\_\_\_\_\_  
Stefan Johansson, Director  
Wyoming Department of Health

\_\_\_\_\_  
Date

\_\_\_\_\_  
Stephanie Sandoval, MHSA, MBA  
Senior Administrator, Public Health Division

\_\_\_\_\_  
Date

**SUBRECIPIENT:**

Converse County

\_\_\_\_\_  
Chairman, Converse County Board of Commissioners

\_\_\_\_\_  
Date

**CONVERSE COUNTY ATTORNEY: APPROVAL AS TO FORM**

Quentin Richardson  
Converse County Attorney

7-11-25  
Date

**COUNTY CLERK'S ATTESTATION:**

\_\_\_\_\_  
Converse County Clerk

\_\_\_\_\_  
Date

**ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM**

Chandler Pauling #248910  
Assistant Attorney General

06-09-05  
Date



**W.S. 18-3-515.** Preparation and publication of annual statements. Each board of county commissioners at their regular July meeting shall request a statement of the receipts and expenditures of the county during the preceding twelve (12) months setting forth the source and amount of all receipts and the purpose and the amount of all expenditures to be prepared upon reconciliation of all accounts by the county treasurer and county clerk, not later than September 30. The statement shall be signed by the chairman and clerk of the board and shall be posted on the county's designated official website in the manner provided in W.S. 18-3-516(f) and published at least once in the county's designated official newspaper.



## CONVERSE COUNTY CLERK

Karen Rimmer, County Clerk ~ Geri Carr, Chief Deputy Clerk  
107 N. 5th Street, Suite 114, Douglas, WY 82633

### FY2026 FUND TRANSFER – LATCF FUNDS

**DATE:** July 15, 2025  
**TO:** Board of Converse County Commissioners; Joel Schell, County Treasurer  
**CC:** Kim Johnston, Deputy Clerk  
**FROM:** Karen Rimmer, County Clerk

Per your direction, this memo is intended to authorize and memorialize the transfer of the full balance of Local Assistance Tribal Consistency Funds (LATCF) from fund 129 HEALTH GRANTS into fund 100 GENERAL FUND for the purpose of partially funding the FY2026 budgeted allocation for Memorial Hospital of Converse County (MHCC). Therefore, please authorize the following transfer for FY2026:

FUND: TRANSFER FROM	FUND: TRANSFER TO	AMOUNT	EXPLANATION
FUND 129	FUND 100	\$645,651.72	These funds will be utilized to offset The budget allocation of \$3,300,000 to MHCC.

The Board of Converse County Commissioners hereby directs the County Treasurer to transfer funds as described above at a time determined by the Treasurer based upon availability of funds.

---

James H. Willox, Chairman

---

Date of Approval



## CONVERSE COUNTY CLERK

Karen Rimmer, County Clerk ~ Geri Carr, Chief Deputy Clerk  
107 N. 5th Street, Suite 114, Douglas, WY 82633

### FY2026 FUND TRANSFER – COUNTY ROAD FUND

**DATE:** July 15, 2025  
**TO:** Board of Converse County Commissioners; Joel Schell, County Treasurer  
**CC:** Kim Johnston, Deputy Clerk  
**FROM:** Karen Rimmer, County Clerk

Per your direction, this memo is intended to authorize and memorialize the transfer of the full balance as of July 1, 2025 of Fund 230 COUNTY ROADS into Fund 231 OTHER ROADS for the purpose of partially funding the Chalk Buttes & Ridgewater Road Reconstruction Project. This approved project commenced in May of FY2025 and will be completed in the fall of FY2026. Therefore, please authorize the following transfer for FY2026:

FUND: TRANSFER FROM	FUND: TRANSFER TO	AMOUNT	EXPLANATION
FUND 230	FUND 231	\$4,269,004.29	These funds will be utilized to offset expenditures related to the Chalk Buttes & Ridgewater Road Reconstruction Project. Total estimated costs are \$7,000,000 total.

The Board of Converse County Commissioners hereby directs the County Treasurer to transfer funds as described above at a time determined by the Treasurer based upon availability of funds.

---

James H. Willox, Chairman

---

Date of Approval

 ORIGINAL

For Administrative Use Only	
Permit #	<u>B8887072025147</u>
Check #	Date <u>7-7-25</u>
Inspections	<u>7-8-25</u>

**Converse County  
Bore Permit**

CONVERSE COUNTY, acting by and through its Board of Commissioners, hereinafter referred to as the "Board", hereby evidences its permission that Nathan Reardon (applicant) of Anadarko E&P Onshore LLC (company), State of Wyoming, may conduct the following activities within the right-of-way easement granted heretofore to Converse County for a county highway, to wit:

Bore Manning Road for an underground electrical line 4.32-inch diameter cable encased in HDPE 6 inch poly pipe.

\_\_\_\_\_ ; that the location of such activity shall be limited to that portion of Converse County Road Number 53, commonly referred to as the Manning Road, located in: 34N, 69W Section 1 (Township, Range, and Section), mile marker 1 on CR 53, with Latitude 42.9584 and Longitude -105.0893 (please use decimal degree format to four (4) digits right of the decimal) at center line of road.

The Permittee hereby acknowledges and agrees to as follows:

1. That the permit hereby allowed is conditional to the extent that the right-of-way granted to Converse County may have been given for the limited and expressed purposes of laying out, constructing and maintaining a county highway and that the Permittees may be in conflict therewith, and therefore, subject to objection by the grant of the right-of-way or his heirs, executors administrators, successors or assigns, in which event it may be necessary and required that the Permittee remove his activity and facilities from the right-of-way, in the alternative, to make appropriate agreements with the grantor of the right-of-way, or his heirs, executors administrators, successors or assigns for the additional use.
2. That the Permittee shall forever indemnify the County of Converse, its Board and its officers, agents and employees and otherwise hold them harmless from all liability or expense for damage to the property of others or for injury to or death of any person arising wholly or in part or in connection with the construction, maintenance, or use of such facility by the Permittee.
3. That the permit herein given is exclusive and shall not be assigned, modified, or otherwise transferred without the prior written consent of the Board.
4. That the facility of the Permittee shall be placed in such a manner as will conform with recognized standards and applicable federal, state or local laws and ordinances and as otherwise directed by the Board.
5. That public utilities including but not limited to; utility line poles, cables, and all buried public utilities will be as far as possible from the center line of the road, and in no case will the poles be closer than twenty-eight (28) feet from the center line of the road without the expressed written consent of the Board.
6. That utility lines and cables be buried at a minimum depth of seventy-two (72) inches. All other utilities shall be buried at the depth required by federal, state, and local laws. All bores within the right-of-way must be a minimum of ten (10) feet below the lowest point of the right-of-way.

7. Approval of this agreement for use of the right-of-way requires the public utility to move or adjust its equipment at its expense when determined by the Board that such is necessary.

8. The facilities of the Permittee shall in no way interfere with, or encroach upon, the use of the county road by the public; provided however, that in instances whereby it becomes necessary for the Permittee to traverse the roadway, notice of such intent shall be given to the Road & Bridge Department, not less than five (5) days prior to commencing work. Such activity shall be subject to the supervision and inspection by the Board or its representatives, and Permittee shall place and maintain permanent type markers on each side of the road, at places designated by the Road & Bridge Department, noting the location, direction, and phone contact information of said traversing facility.

9. During all times of construction, maintenance and/or repair, the Permittee shall be responsible for the placement of proper advisory signs on either side of the work area, as regulated in the latest edition of the MUTCD for streets and highways, or additionally as the Board or its representatives may direct, for the purpose of cautioning travelers upon county roads of construction activities and that danger exists; and, otherwise to take all reasonable measures to prevent injury to persons and/or property.

10. All equipment used during construction, maintenance, and/or repair is properly registered, including, but not limited to Wyoming Mobile Machinery Stickers & Vehicle Registrations.

11. The Permittee agrees to repair, to the satisfaction of the Board or its representatives, any portion of the county highway or right-of-way to a condition equal to or better than its condition prior to the commencement of the Permittee's operations.

12. The facilities of the Permittee shall not be installed under any circumstances without prior written permission of the Superintendent of the Road & Bridge Department within ten (10) feet of the traveled portion of the county road.

13. Any alteration or modification of the facility, located within the right-of-way, requested or directed by the Board or its representatives shall be commenced and completed without delay by the Permittee at its sole expense.

14. That by its signature and seal affixed hereto does hereby accept and confirm all of the conditions and terms hereby imposed upon the Permittee and agrees to its binding effect.

15. Permittee is responsible for all damages caused by activities outside of the scope of this permit.

16. That the Permittee agrees to the following fee schedule as applicable:

**FEE SCHEDULE**

\$125 Bore Fee per hole

\$100 Inspection Fee for locations within twenty (20) air mile radius of Road & Bridge Office

\$150 Inspection Fee for locations greater than twenty (20) air mile radius of Road & Bridge Office

17. The Road & Bridge Headquarters is 44 Twin Bridges Road, Douglas, WY 82633, with a mailing address of P.O. Box 770, Douglas, WY 82633, and Latitude of 42.7697° and Longitude of -105.3837°.

18. UTILITY ADJUSTMENTS: It will be the responsibility of the applicant to notify all utilities before construction work begins. Failure to do so may result in personal injury and very costly repair of the utility at the expense of the applicant. (There are many underground utilities located within Converse County right-of-ways.) If utility adjustments are required, the applicant will be responsible for all associated costs.

19. This permit does not grant ANY access to and from the County roadway. If a temporary access is needed please initial on this line and apply for a temporary access \_\_\_\_\_.

All checks must be addressed to Converse County Road & Bridge and accompany each permit application prior to action by the County.

IN WITNESS WHEREOF, the Permittee and the Board of County Commissioners have set their respective hands and seals this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Board of Commissioners  
Converse County, Wyoming

Permittee

\_\_\_\_\_  
Chairman

Anadarko E&P Onshore LLC  
Attn: Nathan Reardon

\_\_\_\_\_  
Printed Name of Permittee

1099 18th St., Suite 700

\_\_\_\_\_  
Address of Permittee

\_\_\_\_\_  
Attest:

Denver, CO 80202

\_\_\_\_\_  
City, State, and Zip Code

307-660-2856

\_\_\_\_\_  
Contact Phone Number

Received and Approved By:

nathan\_reardon@oxy.com

\_\_\_\_\_  
Email Address of Permittee

  
\_\_\_\_\_  
Road & Bridge Foreman

\_\_\_\_\_  
Advisor Land Negotiator  
Signature and Title

**Converse County  
Bore Permit**

**Land Owner Permission**

I, the undersigned property owner, acknowledge that,

Company: Anadarko E&P Onshore LLC

Address: 1099 18th St. Suite 700  
Attn: Nathan Reardon

City: Denver

State: Colorado

Phone: 307-660-2856

Email: nathan\_reardon@oxy.com

The above company has my permission to bore from my land located:

Road Number 53 Mile Marker 1

Township 34N Range 69W Section 1

Latitude 42.9584, Longitude -105.0893 at center line of road  
(please use decimal degree format to 4 digits right of the decimal)

By signing below, I acknowledge that I have an agreement with the above company.

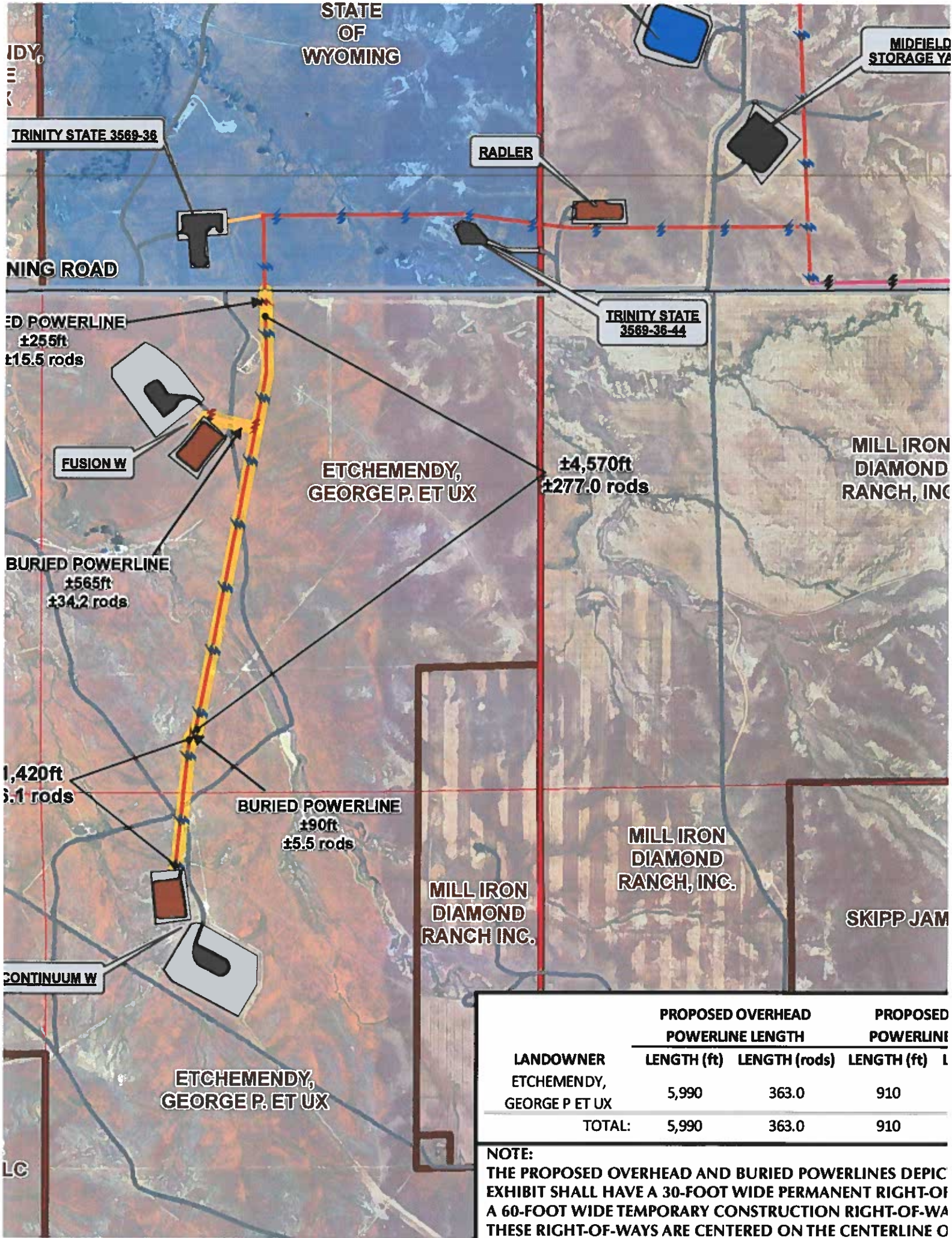
Signature:   
Landowner/ George P. Etchemendy

Date: 7-1-25

Signature:   
Company Representative

Date: 7-7-2025

Printed Name: Nathan Reardon



LANDOWNER	PROPOSED OVERHEAD POWERLINE LENGTH		PROPOSED POWERLINE
	LENGTH (ft)	LENGTH (rods)	LENGTH (ft)
ETCHEMENDY, GEORGE P ET UX	5,990	363.0	910
<b>TOTAL:</b>	<b>5,990</b>	<b>363.0</b>	<b>910</b>

**NOTE:**  
 THE PROPOSED OVERHEAD AND BURIED POWERLINES DEPIC EXHIBIT SHALL HAVE A 30-FOOT WIDE PERMANENT RIGHT-OF-OF A 60-FOOT WIDE TEMPORARY CONSTRUCTION RIGHT-OF-WA THESE RIGHT-OF-WAYS ARE CENTERED ON THE CENTERLINE O