

Unapproved Minutes
Board of Commissioners of Converse County
September 6 and 7, 2022

The regular meeting was called to order at 8:03 a.m. on September 6, 2022. Present were Commission Chairman Jim Willox; Vice-Chairman Rick Grant; Commissioners Robert Short, Tony Lehner and Mike Colling; and County Clerk, Karen Rimmer.

The minutes of the August 16, 2022, regular meeting were approved and ordered filed.

Mr. Colling moved to approve warrants in the amount of \$3,739,089.67: 840 2K Services; 50 307 Healing Waters; 14384.50 A Diamond Trucking; 2562.14 AT&T Mobility; 1395 A1 Towing & Recovery; 16528.05 Advanced Geotechnical Solutions; 40Alcohol & Drug Testing Services; 165Allen, Misti; 1200 Alley, Linda S; 2320.95 ALSCO; 165 Anderson, Kathryn; 165 Armstrong, Lucinda ; 165 Arnold, Terri L; 90 Arrow Electric; 6975.22 Atlas Office Products; 1482.33 Atlas Premier Service; 1965 Ayres Assoc; 1175.32 B&B Leasing Co; 128041.79 B&M Sand & Gravel; 165 Baughman, Jessica; 165 Bauguess, Hannah; 385 Beer, Sara; 172.50 Benedetta, Candace ; 165 Bishop, Victoria; 2494.77 Bison Pump & Supply; 4656.37 Black Hills Energy; 48126 Blackburn Cattle Co; 182.50 Blackburn, Sheri; 180.63 Blakeley, Shari; 271.25 Bliss, Mary; 344.14 Bloedorn Lumber Co; 250 The Body Shop; 1738.80 Bomgaars Supply; 34359 Bonanza Earth Relocators; 2437.50 Boner Brothers Partnership; 210 Boner, Tracy; 4166.67 Boys & Girls Club of Douglas; 12500.01 Boys & Girls Clubs of Central Wyoming; 830 Brown, Kenneth T; 358 Bryan C Cropper DMD PC; 295 Burbach's Refrigeration; 1135 ByteSpeed; 14319.50 C Spur Ranch; 66.75 Campbell, Cynthia; 1560.51 Carquest Douglas; 170.88 Caster, Janet; 3979.04 CDW Government; 8594.17 CenturyLink; 165 Cielinski, Melanie; 257903.72 CIGNA Health and Life Insurance Co; 67641.79 City of Douglas; 205 Civil Air Patrol Magazine; 385 Clean and Simple 307; 1608.64 Cleary, John; 229.52 CMI-TECO; 5650 Cody's Charcuterie Board's; 3052.77 Communication Tech; 85703.25 Converse County Airport; 54.88 Converse County Auto Repair; 5000 Converse County Firewise; 150 Converse County Search & Rescue Unit; 82.50 Cowardin, Darcey; 4 Cowboy Car Wash; 318.15 Cowboy Chemical; 444.31 CPS Distributors; 165 Curley, Cynthia; 59.75 Cytocheck Laboratory; 9512 Darktrace Holdings Limited; 765.14 Decker Auto Glass; 1092 Deines, Sherry; 9779.40 Delta Dental of Wy; 16256.50 Desperado Trucking; 1800 Dilts, Jerry J, Trustee; 1200 Douglas Broadcasting; 10335 Douglas Budget; 40 Douglas Business Center; 301.90 Douglas Feed; 117.21 Douglas Grocery; 821.71 Douglas Hardware Hank; 115 Douglas Med Spa; 600 Douglas Sign Co; 1799.84 Douglas Tire Center; 68.76 Doyle, Kellynne; 750 DRU Consulting; 165 Dugan, Dana; 181712.75 Dustbusters; 456.50 Eagle Tanks Inc; 300 Eastern WY College; 180 Edwards, Joanna; 39.90 Election Systems & Software; 305 Emergency Services Marketing Corp; 2155 Emery Septic; 265 Engebretsen, Mary; 34077.26 The Enterprise; 260 Etchemendy, George P;186.87 Etchemendy, Jean; 165 Ewing, Jillian; 2068.20 Fastenal Co; 11184 Fat Boys Tire and Auto; 42.93 FedEx; 180.63 Fenster, Nancy; 354378.69 Fire Suppression Authority; 836.60 Fish's Plumbing; 165 Frye, Amy; 165 Fulton,

Debora Monique; 165 Fulton, Michael; 165 Fulton, Patricia; 3458 G-Fab Welding; 165 Gibson, Tsipi Ann; 13.86 Glenrock Hardware Hank; 975 Glenrock Health Center; 30 Glenrock Independent; 1448.38 Goldstar Asphalt Products; 165 Goodall, Corey; 165 Goodwin, Vickie L; 3000 Gorman Funeral Homes; 165 Grabow, Ellen E; 1414.25 Grainger; 1068.03 Granite Telecommunications; 196.25 Grant, Madeline M; 37.50 Grant, Richard; 93 GreatAmerica Financial Services Corp; 53737.03 GSG Architecture; 17959.50 H&J Trucking; 335.68 H&H Electric; 165 Haefele, Zora; 165 Halvorsen, Ruthie; 520 Hansuld, Tia; 165 Harris, Kathi; 133335.20 HDR Engineering; 177.50 Heinen, Mary; 31.26 Henson, Tiffany; 13650 High Country Behavioral Health; 301 Hilltop National Bank; 165 Hilyard, Annette; 540 Hiser, Andrea; 165 Hollenback, Michael; 83.75 Hollon, Blake; 67836.42 Homax Oil Sales; 368 Home Town Printed Apparel; 195 Horr, Amanda; 62.52 Hubbard, Kyra; 6531.25 Hutchinson, Hal H PE; 793.56 ICS Jail Supplies; 8060 Igo Oil Field Service; 120 Inner Strength Therapeutic Massage; 20.50 Institutional Eye Care; 889.65 Interstate Batteries; 162 Intoximeters; 288.75 Jacklin, Jennifer; 165 James, Nanette; 165 Jepson, Janette; 122.99 Jerrys Welding-Steel Fab; 19649.50 JM Trucking; 20559.50 Joe Dirt & Gravel; 17238.09 Johnson Controls; 165 Johnson, Carolyn; 165 Johnson, Kaye; 165 Jones, Mandy; 180 Joyful Living Massage & Wellness; 4128.38 K2 Technologies; 177.50 Katherman, Maria; 38044.50 KCK Inc; 87 Kelly's Alignment and Brake Service; 200 Kleemeyer, Rebecca; 1201.53 Kone; 165 Kuhn, Christina; 173.75 Langer, Misty; 586 Laramie Range Water Treatment & Plumbing; 165 Layher, Carolyn; 3832 Leisure Interactive; 940.16 Lexisnexis Matthew Bender; 1018.47 Lifemap Assurance Co; 47.50 Lovitt, Sharon; 202.50 Maidl, Daniel; 780 Marlin Business Bank; 10276.50 Marty Davies Trucking; 540 Massage Therapy; 7477.33 The Master's Touch; 30 McBride, Susan; 450.30 McKesson Medical-Surgical; 25194 McKillip Trucking; 350 Medoff, Leonard B PhD; 249509.28 MHCC; 54.10 Merback Award Co; 68 Miller, Crimson; 156 Mitchell, Sarah ; 165 Mittleider, Stacey; 378.40 Moore's Heavy Equipment Services; 2236 Moore, Dale; 165 Moore, Joanne; 231.25 Mosier, Mary; 30.75 Motion and Flow Control Products; 48487.79 Motorola Solutions; 60 Mountain Retreat Massage; 594 Mountain States Lithographing; 4511.60 N-ear Pro; 44.32 NAPA-Glenrock; 4455 Natrona County Attorney; 1275 Natrona County Sheriff Office; 31.25 Nelson, Eilene; 37 Niobrara Electric Association; 1287.43 Norco; 2431.43 North Bill Disposal; 4822.85 Northwest Community Action Programs; 103.95 O Reilly Automotive; 238.60 ODP Business Solutions LLC; 35 Office Ally; 25953.67 OK Wrecking; 24004.50 Olsen, Christie; 6500 OpenGov; 190 Paris, Tracey; 172.50 Pauli, Susan; 270 Peak Fitness; 165 Penfield, Karla; 90 Penny's Diner; 3693 Perfect Imprinted Products; 444.10 Peterbilt of Wy; 102733.64 Pictometry International Corp; 2250 Pierce's Body & Paint; 165 Pierce, Katie; 31.26 Pimentel, Esther; 3195.62 Plainsman Printing & Supply; 165 Potter, Amy; 41684.50 Price Pumping Service; 22015.50 Price Trucking; 4000 Quadient Finance USA; 862.50 Quill Corporation; 168 R&R Rest Stops of Casper; 524.85 R&S Northeast; 1382.06 Range; 2485.07 Record Supply; 171.25 Reed, Billie; 165 Reed, Connie Jeanne; 827.75 Renegade Off-Road & Driveline Repair; 165 Rhamy, Caitlin; 180 Rice, Tera; 29.08 Richardson, Holly; 173.75 Ricker, Stacey; 10566.40 Rinker Materials; 165 Roberts, Matthew; 19298.17 Rocky Mountain

Power; 201.50 Rocky Mountain Wash; 389.70 Rons Supply; 174.38 Rosales, Ronda; 21144 Rustic Ridge Reclamation; 10800 Sage Landscaping; 71.54 Sams Club; 843600 Sampson Construction Co; 67.50 Sandy's Sewing; 86.39 Sanofi Pasteur; 512.51 Schell, Joel; 61.25 Schell, Mary; 402.50 Schroeder, Margaret; 300 Secretary of State; 10563 Severson Supply Co; 94.25 Sharpe, Stacey Ann; 3510.99 Shattos Frontier Drug; 105 Shepherd, Johnna; 25 Sherwood, Patricia; 165 Sherwood, Susan; 171.25 Short, Lynne; 857.67 Short, Robert; 31.26 Shuler Kristy; 165 Sierz, Mary Ann; 10024.50 Sign Solutions USA; 205 Skidril Industries; 400 Smith Psychological Services; 229.38 Smith, Heidi; 165 Sonnenfelt, Debra; 2941.83 Source Office & Technology; 280 Stanfield, Stephanie A; 196.25 Stark, Deniz; 31.80 State of Wy; 190 Steeley, Gerald; 59.44 Stericycle; 4000 Stinson, Bridget; 149.80 Stotz Equipment; 15800.46 Summit Food Service; 165 Swenson, Donna; 165 Szramkowski, Katherine; 172.75 Teal, Jo Ann; 370 Thomson Reuters-West; 8000 Thomas Y Pickett & Co; 165 Tille, Jordann; 1156.99 Top Office Products; 983.55 Town Glenrock; 936.60 Trane US; 132.24 Tri State Truck & Equip; 9743.13 Twiford, Calvin; 3101.96 Tyler Tech; 58.88 UW 4-H Converse County; 972.47 Verizon Wireless; 23764.09 Visa; 2050.10 Visionary; 183.99 Vyve Broadband; 2000 WACO; 165 Wallis, Judy; 165 Ware, Danneil; 5560 Weidenhamer, Leslie; 290 Western D Services; 98583.10 Western Sunset; 165 Willox, Tione; 165 Wilson, Amy; 165 Wolfe, John K; 23712 WW Trucking LLC; 2262 WY Behavioral Institute; 416.67 WY Child & Family Development; 293.82 Wy Dept of Transportation; 126958.31 WY Machinery; 846 WY Public Health; 324 WY Rigging & Industrial Supply; 1646 Wyoming Law Enforcement Academy; 492 Xerox Financial Services; 3750 Youth Development Services; 22893 Z Lazy Y Trucking; monthly reports for August: Clerk \$36,787.76; Clerk of District Court \$4,823.55; Public Health \$4,703.61; Road & Bridge \$63,902.48; VOID warrants #62401 \$12.58, #16952 \$2,314.34; Mr. Lehner seconded, the Commission abstained from voting on warrants issued to themselves; motion carried.

Mr. Short moved to approve:

RESOLUTION 14-22

RESOLUTION AUTHORIZING CONVERSE COUNTY TO RESUBMIT AN ECONOMIC DEVELOPMENT ADMINISTRATION (EDA) ASSISTANCE TO COAL COMMUNITIES (EAA) GRANT THROUGH THE AMERICAN RESCUE PLAN ACT (ARPA)

WHEREAS, Federal monies are available through the American Rescue Plan Act (ARPA) Assistance to Coal Communities (EAA) program, administered by the Economic Development Administration program for the purpose of improving economic development for communities severely impacted by the declining use of coal; and

WHEREAS, the Commission approved Resolution 03-22 authorizing the submission of said grant application on March 30, 2022, which was ultimately denied by the EDA in July 2022; and

WHEREAS, after receiving EDA comments regarding the original submission, the Commission desires to resubmit this grant application with increased contribution amounts from stakeholders for the following project:

Development of a Construction Technology Program to train an existing workforce displaced by decreased coal-related and other energy-sector jobs by renovating the existing 29,000 square foot Eastern Wyoming College campus located in Douglas, Wyoming. This project involves several stakeholders, including Converse County, the City of Douglas, the Town of Glenrock, and Eastern Wyoming College, who will collectively contribute a total of \$1,280,000 match for this project.

WHEREAS, it is once again necessary for the Commission to approve the preparation and filing of an application for the County to receive funds from this program; and

WHEREAS, the County confirms that the County's matching funds are available, committed, and unencumbered, and

WHEREAS, the County is committing \$400,000 match for the EDA grant and the Commission has reviewed the need for the proposed project(s) and the benefit(s) to be gained therefrom.

NOW, THEREFORE, BE IT RESOLVED, that the Commission does hereby approve and authorize the preparation and filing of an application for the above-named project; and that the Chairman is hereby designated as the County's Authorized Representative to sign all necessary documents on behalf of the County; and that authority is hereby granted to the Commission to take the necessary steps to prepare and file the application for funds under this program in accordance with this resolution.

APPROVED, PASSED AND ADOPTED this 6th day of September 2022.

FOR THE BOARD OF COMMISSIONERS
CONVERSE COUNTY, WYOMING

/s/ James H. Willox, Chairman

ATTEST:

/s/ Karen Rimmer, Converse County Clerk

Mr. Lehner seconded; motion carried.

Mr. Short moved to approve the agreement between Converse County and Ayres & Associates to resubmit the EDA Grant; Mr. Lehner seconded; motion carried.

Mr. Grant moved to ratify the Professional Services Agreement between Converse County and TPT Trails LLC for preparation of the County Park Community Trail Plan in the amount of \$24,000 for a term ending Jan. 30, 2023; Mr. Colling seconded; motion carried.

Mr. Colling moved to ratify the agreement between Converse County and Pictometry International Corp for ortho and oblique imagery at community level for a total amount of \$277,330 annually for a period of 3 years; Mr. Short seconded; City of Douglas, Town of Glenrock, Conservation District, and Weed & Pest share in the cost of this imagery; motion carried.

Mr. Short moved to approve the amended Aid to Others agreement between Converse County and the Glenrock Economic Development Organization DBA Elevate Glenrock; Mr.

Lehner seconded; discussion of the amendment, which pertained to name of the organization; motion carried.

Mr. Grant moved to approve a quote from Stotz Equipment for a 2023 John Deere Gator, in the amount of \$20,700, for use at Ayres Natural Bridge; Mr. Lehner seconded; motion carried.

The Commission acknowledged the submittal of a Wyoming Outdoor Recreation Grant for the Boxelder Canyon Community Trail project; the Commission will submit an application if the pre-application is approved.

Mr. Don Gushurst, Maintenance Director, provided departmental updates including completed and upcoming projects at the Courthouse; seasonal tasks; and other ongoing projects. The Commission directed Mr. Gushurst to move forward with installing a generator at Ayres Natural Bridge and order mailboxes at for installation at the Converse County Justice Center.

Departmental updates were provided by Mr. Chris Caskey, Technical Services Director, including an overview of departmental open and closed tickets for August 2022; ongoing training; various department-specific completed projects; and a thirty-day outlook for September.

Ms. Darcey Cowardin, Public Health Nurse Manager, provided departmental updates including a detailed presentation regarding the need for a mobile health care clinic.

The meeting recessed at 12:08 p.m. for lunch and reconvened at 1:00 p.m.

Departmental updates were provided by Mr. Clint Becker, Sheriff, and Mr. Nate Hughes, Undersheriff, and Jail Administer Adam Alvarado, including open and upcoming open positions within the department. Mr. Becker requested relocation reimbursement for new hires; following lengthy discussion, the Commission stated they would take the request under advisement and report back by tomorrow.

Departmental updates were provided by Ms. Holly Richardson, Special Projects Director, including upcoming and cancelled subdivisions; upcoming Industrial Siting applications for wind and solar; and ongoing projects.

Mr. Russ Dalgarn, Emergency Management Director, provided department updates including various upcoming and attended meetings; presentations; ongoing projects; site tours; wildfire calls; and other ongoing projects.

Mr. Artie Schubert, County Surveyor, provided departmental updates including completed septic inspections; various survey projects; mapping and upcoming mapping needs; and meetings with a property owner to determine property lines for a potential donation of land to the County.

Departmental updates were provided by Mr. Jason Wilkinson, Road & Bridge Superintendent, and Dave Shaw, Road & Bridge Special Projects, including upcoming grant applications. Following discussion, Mr. Colling moved to approve:

Resolution 15-22

(Insert Resolution Language)

Mr. Lehner seconded; motion carried.

Mr. Short moved to approve a Road Use Agreement between the County and Silver Creek Midstream on CR/55, Robinson Road for a three-year term from the date of signature; Mr. Colling seconded; discussion of no bond needed due to this being a gravel road; motion carried. Mr. Grant moved to approve a bore permit for Anadarko on CR/32 Highland Loop for a 4.3 inch electrical cable HDPE pipe; Mr. Lehner seconded; motion carried. Other discussion included ongoing road construction project updates; upcoming budgeted road projects; materials ordering; old Road & Bridge shop repairs and change orders; and previously unknown necessary roof repairs for the old shop. Ms. Dixie Huxtable, County Assessor, and Mr. Wilkinson discussed signage and private roads.

Ms. Huxtable continued discussion regarding a Working Group meeting regarding property tax relief and expansion of this program and the homestead exemption program; proposed draft bills; determining values of land; and other factors being considered.

The meeting recessed at 4:07 p.m. and reconvened at 9:00 a.m. on September 7, 2022.

A general County business meeting of elected officials and department heads began at 9:00 a.m. to discuss various topics including departmental updates; trials; Courthouse completed and upcoming construction; upcoming public hearings for subdivisions; wildfires; ongoing work at LaPrelle Dam; upcoming Pictometry imagery flight in the fall; ongoing tax assessment discussions; new personnel and open positions; County Fair; upcoming vaccine clinics and health fairs; 2022 General Election; WyoLink and rural radio upgrade costs; federal agency and committee updates; project to develop trails within Boxelder Canyon; and the 2022 statewide Congressional Tour, which took place in the Big Horn Basin.

Mr. Willox opened a public hearing at 10:30 a.m. to consider an application for the Nachtman Minor Subdivision, a two-lot subdivision, total of 25.21 acres. Ms. Holly Richardson provided an overview of the proposal; there were no written responses received. The Douglas Planning & Zoning Commission considered the proposal on July 18, 2022; the County Planning & Zoning Commission considered the proposal on July 20, 2022; and Douglas City Council considered the proposal on July 25, 2022; all moved to transmit to the County Commissioners for a public hearing with a recommendation to approve contingent upon certain easement information be added to the plat, which will be completed by the applicant's surveyor. The irrigation ditch on Lot 2 was discussed, as was access and signage. There were no other written or public comments in favor or opposition of the proposal. The public hearing adjourned at 10:44 a.m. and the regular meeting reconvened. Mr. Short moved to approve the Nachtman Minor Subdivision as submitted and containing all easement information; Mr. Lehner seconded; motion carried.

The regular meeting recessed at 12:00 p.m. and reconvened at 1:30 p.m. Commissioner Short was excused in order to attend a Wyoming Workforce Development Council meeting.

Ms. Kellynne Doyle, UW Extension Educator, provided departmental updates and an overview of the Converse County Fair including successes; issues; and ideas to help improve the 2023 Converse County Fair.

Mr. Grant was excused while Mr. Willox, Mr. Colling, and Mr. Lehner, along with Ms. Kim Pexton, Douglas City Council, conducted interviews of three applicants for the City/County joint appointment to the Wyoming State Fair Board. Following interviews, Mr. Grant returned to the meeting. Mr. Willox stated for the record that the interview committee recommended appointing Ms. Laurie Boner to the Wyoming State Fair Board; Mr. Lehner moved to appoint Ms. Boner as recommended for a four-year term from September 2022 to September 2026; Mr. Colling seconded; the Commission thanked all applicants and interviewees; motion carried.

The Commission acknowledged a salary increase for one Sheriff's Deputy due to a change in position. The regular meeting adjourned at 5:07 p.m.

James H. Willox, Chairman

ATTEST:

Karen Rimmer, County Clerk

Publish: Sept. 14, 2022 Douglas Budget & Glenrock Independent