

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS AT THE COURTHOUSE IN SUNDANCE, CROOK COUNTY, WYOMING

TUESDAY, JUNE 7, 2011

8:00 o'clock a.m. Present were Chairman James W. Hadley, Vice-Chairman Kelly B. Dennis, Member Jeanne A. Whalen and County Clerk Connie D. Tschetter.

The Pledge of Allegiance was recited to the Flag.

The minutes from the previous meeting were approved.

Kelly moved to approve the following resolution:

RESOLUTION NO. 2011-8
FISCAL YEAR 2011 BUDGET AMENDMENT

WHEREAS Crook County adopted the Fiscal Year 2011 Budget in accordance with the Wyoming Uniform Fiscal Procedures Act; and

WHEREAS the Board of Crook County Commissioners wishes to amend the adopted budget in accordance with the same Act; and

WHEREAS, no protests were received regarding such transfer.

NOW, THEREFORE, BE IT RESOLVED that the following budget amendments are made.

FROM: Cash Reserve \$15,000.00

TO: Court Costs Budget \$15,000.00

Dated this 7th day of June, 2011.

BOARD OF COUNTY COMMISSIONERS IN AND FOR CROOK COUNTY, WYOMING
BY J. W. HADLEY, CHAIRMAN, KELLY B. DENNIS, VICE-CHAIRMAN, JEANNE A. WHALEN, MEMBER
State of Wyoming }
County of Crook }

Signed or attested before me on June 7, 2011 by J. W. Hadley, Chairman, Kelly B. Dennis, Vice-Chairman and Jeanne A. Whalen, Member, Board of Crook County Commissioners.

CONNIE D. TSCHETTER, CROOK COUNTY CLERK

Jeanne seconded, all ayes, motion carried.

County Treasurer Mary Kuhl, County Assessor Lisa Fletcher, Clerk of District Court Tina Wood, County Attorney Joe Baron and County Sheriff Steve Stahla were present to go over items of interest within their departments. Also present were Randy Gill, Facilities Maintenance Foreman and Jill Mackey, Director, County Library.

The following bills were paid:

<u>CLAIMANT</u>	<u>PURPOSE</u>	<u>AMOUNT ALLOWED</u>
Total Wages		147122.64
AFLAC	Insurance	1809.69
Blue Cross Blue Shield of Wyoming	Health Insurance	46849.07
Col. Life & Accident Ins. Co.	Insurance	48.07
Crook County Payroll Tax Account	Withholding & Social Security	43527.25
Department of Employment	Worker's Compensation	2982.45
New York Life Insurance Company	Life Insurance	523.59
Orchard Trust Company	Deferred Compensation	3330.00
VSP	Vision Insurance	578.30
Wyoming Retirement System	Retirement	26901.41
Wyoming Educator's Benefit Trust	Life Insurance	199.42
Wyoming NCPERS Life Insurance	Life Insurance	160.00
A & B Welding Supply Co., Inc.	Parts & Labor	161.02
Aladdin Café	Meals	77.64
Alert	Registration Fee	790.00
Alltel	Cell Phone	926.77
AlSCO/American Linen	Shop Towels & Dust Mops	263.75
American Solutions for Business	Laser Checks	696.97
API Systems Integrators	Courtroom Sound System Repairs	1254.50
Architectural Specialties, LLC	Labor to Repair Door	60.00
AT Conference	Conference Call for Private Road	12.23
Barbara J. Coy, RN.	On Call Hours, Postage & Meals	269.16
Bearlodge LTD., Inc.	Professional Services	1374.00
Big Horn Tire Inc.	Tires	590.06
Bill Suchor	Witness Fees & Mileage	42.54
Bizco Technologies	Computers	11548.37
Black Hills Chemical Co.	Supplies	1825.42
Blakeman Propane Inc.	Propane	345.32
Brian B. Wells	Mileage & Meals	333.98
CASCI	Registration Fee	500.00
Cenex Fleetcard	Fuel	2088.81
City of Gillette	Utilities	6.00

City of Sundance	Water, 4th Quarter Ambulance & Landfill Funding	2306.61
Civil Air Patrol Magazine	Subscription	145.00
Collins Communications	Warren Peak Tower Rent	3600.00
Connie D. Tschetter	Mileage	288.66
Croell Redi-Mix, Inc.	Base Course	104851.80
Crook County	Employer Paid Benefits from Grant & Admin Costs	3583.38
Crook County Cattlewomen's Association	Lunch for Training	240.00
Crook County Medical Service Dist.	Jail Duty & Prisoner Meals and Food & Physicals	4079.54
Crook County Public Health	Office Space Rent	3240.00
Crook County Senior Services	County Funding	1250.00
Crook County Treasurer	Postage	106.28
Custom Auto & Truck	Parts & Labor	1904.37
Custom Cage	Vehicle Cage	620.00
D/S Trucking LLC	Contract Hauling, Fuel Charges & Blade Work	38513.04
Dakota Business Center	Monthly Maintenance & Overage Charge	593.08
Darren Horn	Boot Allowance	90.00
Decker's Food Center	Supplies	67.76
Dell Marketing LP	2 Computers & Monitors	3248.84
Department of Employment	Worker's Compensation	190.93
Department of Health	Rental for State Vehicle	295.00
Double Star Computing	Onsite Computer Services & Printer	1320.00
Dwande E. Lemay	Court Reporter-Private Roads	75.00
Energy Electric Co.	Install 120 Volts to Heater Units	2408.75
Farmers Co-op Assoc.	Fuel	1811.64
Fastenal Company	Supplies	206.15
Fleet Services	Fuel	400.16
Galls, An Aramark Company	Supplies	253.29
Glaxosmithkline	Engerix-B Vials	25.00
Glenn Properties LLC	Gas & Diesel	5344.90
Godfrey Brake Service & Supply	Service Charges	15.09
Gundy's Repair	4th Quarter Maintenance	2024.72
Hills Products Group	Lumber & Fence Posts	689.75
Hillside Pharmacy	Supplies	129.18
Humane Restraint	Restraint Helmets	495.50
Jacosoft, LLC	Additional Messages for Deltaalert System	500.00
Janet M. Lake	Meal & Registration	828.34
Jim Wright Piano Tuning	Tune Piano in Community Room	75.00
Jordan Group Promos	Long Sleeve Tees	975.00
Joseph Michael Baron	Mileage, Travel Expenses & Postage	60.65
JT Vehicle Systems	Setup New Equipment	875.00
KC Transport, Inc.	Contract Hauling	110.00
Kelly B. Dennis	Mileage	110.16
Keyhole Technologies LLC	Candles	1800.00
Lannans Supply Co.	Color IJ Bond	164.85
Lenzes Printing	Paper & Envelopes	374.90
Leslie's Sinclair	Gas & Diesel	8494.39
Linda L. Tokarczyk	Contract Consultant	200.00
Local Government Liability Pool	LGLP Membership Renewal	25836.00
Lyle Signs, Inc.	Signs	1091.42
M & M Micro Systems Inc.	Annual Software Support Agreement	1500.00
Marlette Snoozy	On Call Hours	246.00
Mary R. Kuhl	Mileage, Meals & Registration Fee	666.37
Max Robert Masters	AG Counts & Map Book	2000.00
Mercill Law Office, LLC	Court Appointed Attorney Fees	21.00
Michael R. Frolander	Travel Expense & Postage	334.29
Micro Solutions Inc.	Printer Repairs	360.35
Midsouth Solutions	Caps	300.00
Midwest Cancer Screening	Conventional Pap Smears	63.20
Moorcroft Leader	Publishing & Subscription	51.25
Moore Medical, LLC	Supplies	199.30
Movin' On Kennels	Dog Food	71.90
NADA Official Used Car Guide Company	Online Valuations	330.00
Natrona County Clerk	Clerk's Association Dues	100.00
Neve's Uniforms & Equipment	Detention Uniforms	404.19
NEWEDC	Membership Contribution	2686.00
Northern WY Mental Health Center	4th Quarter Funding	2500.00
Northwest Peterbilt Company	Parts	657.36
Paetec	Telephone	184.65
Patricia J. Voll, FNP	FP Clinic Hours	490.00

Pete Lien & Sons, Inc.	Gravel	385.32
Pitney Bowes Inc.	Supplies	115.91
Plainsman Printing, Inc.	Supplies	5700.19
Ponderosa Café & Bar, Inc.	Meals for Hulett Flood	333.02
Powder River Energy Corp.	Electricity	3729.95
Powder River Office Supply, Inc.	Supplies	562.23
Precision Climate Services, Inc.	Chiller Repair & Unit Ventilators Replacements	22469.50
Quality Agg & Construction	J Base & Contract Labor	884.70
Quality Hardware & Supply	Parts	50.80
Quill Corporation	Supplies	1967.94
Range Telephone Cooperative, Inc.	Telephone	2914.77
Rasmussen Mechanical Services, Inc.	Programmed 25 Spyders	710.00
RG Trucking	Contract Hauling	4200.00
Robert's Machine & Repair	Flat	18.55
RT Communications	Telephone	692.56
Sam Waugh	Fuel & Meals	164.32
Schultz Coal Sales, Inc.	Coal	611.33
Scott Peterson Motors Inc.	Bulb	20.40
Sioux Sales Company	Supplies	108.00
Sirchie Fingerprint Labs	Evidence Bags & Tags	86.19
Skidril Industries LLC	Air Cleaner Plate	26.90
Sundance Dillon's Hardware	Supplies	461.95
Sundance Electric Inc.	Replace Relay	326.19
Sundance State Bank	Direct Deposit Fees	9.55
Sundance Times	Publishing, Subscriptions & Supplies	2060.62
Timberline Services Inc.	Gravel	1480.00
Tongue River Communications	Jail Cable	56.00
Top Office Products, Inc.	Copy Charge & Supplies	933.43
Tower Valley Ag Supply	Gas & Diesel	10382.00
Town of Hulett	Water	97.00
Town of Moorcroft	Water	10.50
Tracy Motor Company	Supplies	1750.91
Trudy J. Materi	Postage	28.19
UNUM	Disability Insurance	258.79
Urbin & Patterson, LLP	Court Appointed Attorney Fees	562.60
US Post Office	Box Rent	360.00
US Postal Service	Postage Paid Envelopes	4973.50
Visa	Supplies & Travel Expenses	6285.66
Wells Plumbing	Parts	83.78
Western Stationers	Supplies	1843.91
Whispering Pines	Snow Removal	18.50
WPCI	Drug Screen & Review	28.50
WY Department of Transportation	Project Expenditures	7.89
WY Retirement System	Rehired Retiree Contributions	1867.53
WYDOT Motor Vehicle Division	Vehicle Registration	5.00
Wyoming Behavioral Institute	Acute Adult Unit	3425.00
Wyoming Clerks of District Court Assoc.	Registration Fee	15.00
Wyoming County Commissioners Association	FY2011-2012 Membership	4182.00
Wyoming Health Council	Supplies	1005.71
Wyoming Machinery Company	Parts	127.14
Wyoming State Board of Pharmacy	Renewal Fee	40.00
Total		624712.85

The following monthly collections were collected:

County Clerk	\$6,612.63
County Sheriff	\$6,802.50
Clerk of District Court	\$1,773.64
Public Health	965.93
Circuit Court (April)	12,553.20
Circuit Court (May)	\$13,771.00

Jeanne moved to approve a Grant Award Agreement Project ID 10-GPD-CRO-LC-HLE10 between the Wyoming Office of Homeland Security and Crook County. Kelly seconded, all ayes, motion carried.

Kelly moved to approve for Kylie Elizabeth Hughes to receive the Renewal Crook County Commissioners Scholarship. Jeanne seconded, all ayes, motion carried.

Mary Kuhl, County Treasurer, submitted the following monthly report of receipts and disbursements for month end May 2011:

Total Receipts		\$2,609,110.44
Disbursements:	Towns	\$107,299.57

County Boards	\$115,623.05
State & Local School	\$520,755.58
DOT/DOR/Rebate	\$102,787.89
Redemption/S. Park	\$515.00
Total	\$846,981.09

Present for the bid opening for the 2011 CMAQ funded Dust Mitigation Project were E.O. Sowerwine, Earth Work Solutions, Mary Kuhl, County Treasurer, Mark Semlek, State Representative, Morgan Ellsbury, Road and Bridge Foreman, Theresa Curren, Deputy County Assessor, Marvin Applequist, Property Tax Administrator, State of Wyoming and Ed Schmidt, Director, Department of Revenue. The Board opened the bid received for the 2011 CMAQ funded Dust Mitigation Project for a total of thirteen non-consecutive miles of County roads. The successful bidder will supply and apply 91,575 gallons of Magnesium Chloride. The following bid was received: Jensen Construction, Inc. - \$73,260.00. Jeanne moved to accept the bid received from Jensen Construction, Inc. in the amount of \$73,260.00 for the 2011 CMAQ funded Dust Mitigation Project. Kelly seconded, all ayes, motion carried.

Marvin Applequist, Property Tax Administrator, State of Wyoming and Ed Schmidt, Director, Department of Revenue, introduced themselves to the Board. Also present were E.O. Sowerwine, Earth Work Solutions, Mary Kuhl, County Treasurer, Mark Semlek, State Representative, Morgan Ellsbury, Road and Bridge Foreman, Theresa Curren, Deputy County Assessor and Jill Mackey, Director, County Library.

Upon the request from Northern Wyoming Mental Health Center, Inc., Kelly moved to appoint Marlene Edwards to fill the vacancy on the Northern Wyoming Mental Health Center, Inc.'s Board. Jeanne seconded, all ayes, motion carried. Jeanne moved to approve the following Board appointments:

Tamara Baron and JoAnn T. Bohmont - Crook County Library Board Members – Three Year Terms

Christina Wood - Sixth Judicial District Child Support Authority Board Member – Three Year Term

Kelly seconded, all ayes, motion carried. Also present were E.O. Sowerwine, Earth Work Solutions, Morgan Ellsbury, Road and Bridge Foreman and Jill Mackey, Director, County Library.

E.O. Sowerwine, Earth Works Solutions, discussed gravel hauling on Cabin Creek County Road No. 116. Also present were Mark Semlek, State Representative, Jim Pridgeon, Homeland Security County Coordinator, Morgan Ellsbury, Road and Bridge Foreman, Terri Johnson and Bobbi Butler.

Jim Pridgeon, Homeland Security County Coordinator and Morgan Ellsbury, Road and Bridge Foreman, gave a report on the flood damage in Crook County. Mr. Pridgeon recommended that the Board sign a Disaster Declaration for the flood damage. Discussion was held and the Board requested further information before they make a decision on whether or not to sign the Disaster Declaration. Also present were Mark Semlek, State Representative, Randy Gill, Facilities Maintenance Foreman, Bobbi Butler, Terri Johnson, Katie Allen, Secretary, Public Works and Bob Hadden, Sundance Times.

Morgan Ellsbury, Road and Bridge Foreman, gave a monthly report. Katie Allen, Secretary, Public Works, gave a report on the County Consensus Block Grant Funds. Kelly moved to approve the following resolution:

RESOLUTION NO. 2011-9

**A RESOLUTION APPROVING THE ALLOCATION OF
COUNTY CONCENSUS BLOCK GRANT FUNDS**

WHEREAS, pursuant to the provisions of the 2011 Legislative Session Section 342 funds were allocated to the various Counties throughout the State for Capital Projects;

WHEREAS it is understood that the total allocation is approximately \$641,850.93 and subject to adjustment by the State;

WHEREAS before any allocations of funds may be made, the Board of County Commissioners of Crook County, (hereinafter, referred to as "Commissioners") and the governing bodies of the four (4) incorporated municipalities in the County--the City of Moorcroft, the Town of Pine Haven, the City of Sundance, and the Town of Hulett (hereinafter, referred to as "Municipalities") that comprise at least seventy percent (70%) of the incorporated population of the county must certify to the State Loan and Investment Board that they have reached an agreement on the capital projects for which the funds will be used;

WHEREAS the Commissioners and Municipalities met on May 5, 2011 pursuant to Crook County's Amended Policy on Consensus Block Grant Funding Distribution to discuss, determine and prioritize the capital project needs of the citizens of Crook County;

WHEREAS it was determined that the County's priority were: Concessions/Restroom for \$75,000 for the Fair Board; Wood Chipper \$27,000 for the Natural Resource District; Recycle Trailer \$5,000 for the Natural Resource District for a total of \$107,000;

WHEREAS it was determined that the City of Sundance's priority were: West Street Stream Project \$122,000; Downtown Alley Paving \$50,528; Crack Seal/Street Repair \$140,000; Sidewalk Project \$85,000 for a total of \$397,528;

WHEREAS it was determined that the City of Moorcroft's priority were: Maintenance Shop \$408,000; Westview Restroom, Concession and Storage Building \$178,000; Maintenance shop sewer and water \$74,502 for a total of \$660,702;

WHEREAS the Commissioners and the City of Moorcroft and City of Sundance that comprise at least seventy percent (70%) of the incorporated population of the county have determined that the capital project needs of the citizens of Crook County far outweigh the taxing and revenue generating capabilities of the Commissioners and Municipalities and funds are needed from the State;

WHEREAS pursuant to Crook County's Amended Policy on Consensus Block Grant Funding Distribution each public entity will fund at least one third (1/3) of their requested priorities with local match funding;

WHEREAS, the Commissioners and the City of Moorcroft and City of Sundance, two (2) of the Municipalities that comprise at least seventy percent (70%) of the incorporated population of the county in response to the request

from the State to reach an agreement on the capital projects for which the funds will be used have determined to make such source of funding available from Section 342 for the following capital projects (“Projects”):

- a. \$50,002.50 to the Crook County Fair Board for a new concessions stand with shower and restroom facilities at the fairgrounds;
- b. \$18,000.90 to the Crook County Natural Resource District for a portable wood chipper;
- c. \$3,333.50 to the Crook County Natural Resource District for a Recycle Trailer;
- d. \$81,337.40 to the City of Sundance for the planning, engineering, design and construction of the West Street Stream project;
- e. \$33,687.02 to the City of Sundance for the Downtown Alley Paving project;
- f. \$93,338.00 to the City of Sundance for the Crack Seal/Street Repair;
- g. \$56,950.00 to the City of Sundance for the Sidewalk project;
- h. \$135,864.00 to the City of Moorcroft for the planning, engineering, design and construction of a Maintenance Shop;
- i. \$118,805.94 to the City of Moorcroft for the Westview Restroom, Concession and Storage Building; and
- j. \$49,670.48 to the City of Moorcroft for the Maintenance Shop Sewer and Water project.

WHEREAS, the Commissioners and the governing bodies that comprise at least seventy percent (70%) of the incorporated population of the county within the County have agreed that if any of the capital projects cannot be completed in a timely manner the allocation of block grant funds shall be distributed equally to the remaining capital projects.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS IN AND FOR CROOK COUNTY, WYOMING, THAT:

Section 1. The Board of County Commissioners of Crook County, have agreed with the governing bodies of the City of Moorcroft and the City of Sundance that comprise at least seventy percent (70%) of the incorporated population within the County on the capital projects that the Section 342 funds will be used for the following capital projects (“Projects”):

- a. \$50,002.50 to the Crook County Fair Board for a new concessions stand with shower and restroom facilities at the fairgrounds;
- b. \$18,000.90 to the Crook County Natural Resource District for a portable wood chipper;
- c. \$3,333.50 to the Crook County Natural Resource District for a Recycle Trailer;
- d. \$81,337.40 to the City of Sundance for the planning, engineering, design and construction of the West Street Stream project;
- e. \$33,687.02 to the City of Sundance for the Downtown Alley Paving project;
- f. \$93,338.00 to the City of Sundance for the Crack Seal/Street Repair;
- g. \$56,950.00 to the City of Sundance for the Sidewalk project;
- h. \$135,864.00 to the City of Moorcroft for the planning, engineering, design and construction of a Maintenance Shop;
- i. \$118,805.94 to the City of Moorcroft for the Westview Restroom, Concession and Storage Building; and
- j. \$49,670.48 to the City of Moorcroft for the Maintenance Shop Sewer and Water project.

Section 2. If any of the capital projects cannot be completed in a timely manner the allocation of block grant funds they would have received shall be available as determined in the future by the Commissioners and Municipalities.

Section 3. Should any part or provision of this resolution ever be judicially determined to be invalid or unenforceable, such determination shall not affect the remaining parts and provisions hereof, the intention being that each part or provision of this resolution is severable.

Section 4. The Chairman of the Board of County Commissioners is authorized to sign the Countywide Consensus Block Grant Application Form Joint Resolution and other documents necessary to carry out this resolution.

ADOPTED AND APPROVED as of the 7th day of June, 2011.

BOARD OF COUNTY COMMISSIONERS IN AND FOR CROOK COUNTY, WYOMING
 BY J. W. HADLEY, CHAIRMAN, KELLY B. DENNIS, VICE-CHAIRMAN, JEANNE A. WHALEN, MEMBER
 State of Wyoming }
 }
 County of Crook }

Signed or attested before me on June 7, 2011 by J. W. Hadley, Chairman, Kelly B. Dennis, Vice-Chairman and Jeanne A. Whalen, Member, Board of Crook County Commissioners in and for Crook County, Wyoming.
CONNIE D. TSCHETTER, CROOK COUNTY CLERK
 Jeanne seconded, all ayes, motion carried.

Adjourned for lunch at 12:15 o'clock p.m.

1:00 o'clock p.m. Present were Chairman James W. Hadley, Vice-Chairman Kelly B. Dennis, Member Jeanne A. Whalen and County Clerk Connie D. Tschetter.

Jill Mackey, Director, County Library, gave a monthly update.

Marge Myers, Crook County Senior Services, Inc., requested County funding for Fiscal Year 2011-2012. The Board will take her request into consideration. Ms. Myers also informed the Board that the Moorcroft Senior Center would like to use the funds they received from the County for the Moorcroft Senior Center kitchen remodel to remodel the bathrooms instead. The Board gave their approval for the Moorcroft Senior Center to use the funds to remodel the bathrooms.

Present for the public hearing for New County Retail Liquor Licenses for JPC Keyhole LLC dba Keyhole Marina and Longhorn Catering, LLC dba Devils Tower KOA were Phil Jordan, JPC Keyhole LLC dba Keyhole Marina, Peggy Taylor, Attorney, Nick Hawkinson, Cody Wood, Matt Driskill, Longhorn Catering, LLC dba Devils Tower

KOA, Joe Baron, County Attorney, Tom Adams, County Undersheriff and Mary Kuhl, County Treasurer. No oral or written objections were received. Jeanne moved to approve New County Retail Liquor Licenses to JPC Keyhole LLC dba Keyhole Marina and to Longhorn Catering, LLC dba Devils Tower KOA. Kelly seconded, all ayes, motion carried.

Present for the public hearing to accept written and oral comments upon whether or not to increase civil process fees from \$35.00 up to \$50.00 effective July 1, 2011 pursuant to W.S. § 18-3-608 (a) that was amended at Chapter No. 132 of the 2011 Session Laws were Tom Adams, County Undersheriff, Joe Baron, County Attorney and Mary Kuhl, County Treasurer. No oral or written objections were received. Kelly moved to approve the following resolution:

RESOLUTION NO. 2011-10
SETTING CIVIL PROCESS FEES

WHEREAS the Board of County Commissioners may increase civil process fees not to exceed \$50.00 effective July 1, 2011 pursuant to W.S. § 18-3-608 (a) that was amended at Chapter No. 132 of the 2011 Session Laws; WHEREAS the Clerk on May 19, 2011 published Notice of the Hearing on June 7, 2011 at 2:30 P.M. in the Crook County Commissioner’s Room in the Courthouse in Sundance, WY to accept written and oral comments upon whether or not to increase civil process fees from \$35.00 up to \$50.00; WHEREAS there were no written or oral comments of objections; and WHEREAS the fees have not been increased since January 2, 2007.

IT IS THERE FORE RESOLVED by the Board of County Commissioners in and for Crook County, Wyoming that:

1. For the serving of process according to the Wyoming Rules of Civil Procedure, the county sheriff shall receive from the party requesting service a single fee, paid in advance to be credited to the county general fund, a fee in the amount of fifty dollars (\$50.00) for the first three (3) attempts at service at a different time and date for each attempt.
2. Thereafter a fee amounting to ten dollars (\$10.00) shall be charged for each succeeding attempt.
3. The court may waive the fees upon an adequate showing of indigency. Any fees waived may, pursuant to court order, be assessed and collected against any judgment rendered.
4. The county sheriff shall receive from the party for whom service is rendered in civil cases other fees which shall be transmitted to the county treasurer to be credited to the county general fund and which shall be paid in advance if demanded by the sheriff from the party for whom the service is rendered pursuant to W.S. 18-3-608 (a) and (b).

Dated this 7th day of June, 2011.

BOARD OF COUNTY COMMISSIONERS IN AND FOR CROOK COUNTY, WYOMING

BY J. W. HADLEY, CHAIRMAN, KELLY B. DENNIS, VICE-CHAIRMAN, JEANNE A. WHALEN, MEMBER
 State of Wyoming }
 }
 County of Crook }

Signed or attested before me on June 7, 2011 by J. W. Hadley, Chairman, Kelly B. Dennis, Vice-Chairman and Jeanne A. Whalen, Member, Board of Crook County Commissioners.
CONNIE D. TSCHETTER, CROOK COUNTY CLERK
 Jeanne seconded, all ayes, motion carried.

Joe Baron, County Attorney and Tina Wood, Clerk of District Court, reviewed with the Board their budget requests for Fiscal Year 2011-2012. Also present was Mary Kuhl, County Treasurer.

Barb Coy, Public Health Nurse, requested the Boards signature on two contracts, one agreement, a Health Emergency Operations Plan and a letter of attestation. Discussion was held. Kelly moved to approve a Business Associate Agreement Between the Wyoming Department of Health, Community and Public Health Division, Maternal and Family Health Section and Crook County Public Health and a Contract Between the Wyoming Department of Health, Community and Public Health Division, Maternal and Family Health Section and Crook County Public Health. Jeanne seconded, all ayes, motion carried. Jeanne moved to approve a Contract with Independent Contractor for Nurse Practitioner Services for Family Planning Clients at Crook County Public Health between Patricia Voll and Crook County. Kelly seconded, all ayes, motion carried. Kelly moved to approve an All Hazards Emergency Operations Plan for Crook County Wyoming Public Health Department. Jeanne seconded, all ayes, motion carried. Kelly moved to approve a Letter of Attestation that Crook County Public Health will be billing under Crook County’s tax exempt number. Jeanne seconded, all ayes, motion carried. Ms. Coy also reviewed with the Board her budget request for Fiscal Year 2011-2012. Also present was Mary Kuhl, County Treasurer.

Randy Gill, Facilities Maintenance Foreman, gave his monthly report. Also present was Mary Kuhl, County Treasurer.

The meeting adjourned at 5:00 o’clock p.m.

Wednesday, June 8, 2011

8:00 o’clock a.m. Present were Chairman James W. Hadley, Vice-Chairman Kelly B. Dennis, Member Jeanne A. Whalen and County Clerk Connie D. Tschetter.

The Pledge of Allegiance was recited to the Flag.

Warren Oyler, Resident Engineer, Wyoming Department of Transportation, gave an update on bridge and road projects. Kelly moved to approve an Amendment Number One to the Memorandum of Understanding Between the Wyoming Department of Transportation and the Crook County Commission, to extend the date for the RAP material removal from the Simons Quarry. Jeanne seconded, all ayes, motion carried. Also present were Morgan Ellsbury, Road and Bridge Foreman and Mary Kuhl, County Treasurer.

Bill Taylor, Weston County Extension Educator, informed the Board he is now also the Interim Crook County Extension Educator and introduced Brian Sebade, Northeast Area Range and Natural Resource Extension Educator. Mr. Taylor also reviewed with the Board the Crook County Extension Office budget request for Fiscal Year 2011-2012. Also present was Mary Kuhl, County Treasurer.

Jim Pridgeon, Homeland Security County Coordinator, discussed the flood damage in Crook County and gave a monthly report. Also present were Mike Idler, Farm Service Agency, Katie Allen, Secretary, Public Works and Morgan Ellsbury, Road and Bridge Foreman.

Mark Gillett, District Engineer and Ronda Holwell, District Public Involvement Specialist, Wyoming Department of Transportation (WYDOT), gave an update on the State Transportation Improvement Program (STIP). Also present were Warren Oyler, Sundance Resident Engineer, WYDOT, David Mullen, District Construction Engineer, WYDOT, James A. Evensen, District Traffic Engineer, WYDOT, Ted Ertman, WYDOT Transportation Commissioner, Morgan Ellsbury, Road and Bridge Foreman, Katie Allen, Secretary, Public Works, Mary Kuhl, County Treasurer and Robin Mattson, Assistant Director, Town of Moorcroft.

Morgan Ellsbury, Road and Bridge Foreman, gave a monthly report. Also present were Joe Baron, County Attorney and Robin Mattson, Assistant Director, Town of Moorcroft. Robin Mattson, Assistant Director, Town of Moorcroft, requested to swap with the County the cost of a fire hydrant for Wind River-Grasshopper Butte (Wind Creek Road) County Road No. 201 in exchange for a road fabric that the County has. The Board approved to swap equal value.

Adjourned for lunch at 12:25 o'clock p.m.

1:00 o'clock p.m. Present were Chairman James W. Hadley, Vice-Chairman Kelly B. Dennis, Member Jeanne A. Whalen and County Clerk Connie D. Tschetter.

Nels Smith and Dennis McGirr, Members, Crook County Land Use Planning and Zoning Commission (CCLUP&ZC) gave a monthly report. Also present were Tim Lyons, Growth and Development Administrator, Joe Baron, County Attorney, Sarah Mason and Jinx Hilty, Crook County Natural Resource District (CCNRD), Steve Kozel, Bearlodge District Ranger and Dave Plummer, North Zone Engineer, US Forest Service, Rick Miller, Newcastle Field Office, Bureau of Land Management (BLM), Jeremy Dedic, Wyoming State Forestry, Hugh Thompson, Black Hills National Forest Advisory Board and the Black Hills Regional Multiple Use Coalition, Wilma Hanson, Brian Sebade, Northeast Area Range and Natural Resource Extension Educator, Mary Kuhl, County Treasurer and Morgan Ellsbury, Road and Bridge Foreman.

A hearing was held on the Thar Subdivision, Residential Minor Subdivision. No oral or written objections were received. Kelly moved to approve the Thar Subdivision, Residential Minor Subdivision Plat with the variances. Jeanne seconded, all ayes, motion carried.

Tim Lyons, Growth and Development Administrator, gave a monthly report and a subdivision and deed report.

Steve Kozel, Bearlodge District Ranger and Dave Plummer, North Zone Engineer, US Forest Service, gave an update.

Jinx Hilty and Sarah Mason, CCNRD, gave an update.

Rick Miller, Newcastle Field Office, BLM, gave an update.

Hugh Thompson, Black Hills National Forest Advisory Board and the Black Hills Regional Multiple Use Coalition, discussed concerns on the Bark Beetle infestation and encouraged the Board to have county unity with other counties in the Black Hills.

Jeremy Dedic, Wyoming State Forestry, gave an update.

Jeanne moved to re-appoint Nels J. Smith to the CCLUP&ZC for a three-year term. Kelly seconded, all ayes, motion carried.

Paula Brown and Robyn Finch, Members, Crook County Fair Board, gave a monthly report. Also present were Linda Schelldorf, County Fair Coordinator/Secretary, Mary Kuhl, County Treasurer, Teresa Fordyce and Danice Conzelman. Discussion was held on concerns with using the fairgrounds. The Board informed those present that all parties need to work together for the good of the children and for the good of the Fair.

Lisa Fletcher, County Assessor, presented tax roll cancellations, additions and rebates. Kelly moved to approve the following tax roll cancellations, additions and rebates: 2010-69; 2009-191; 2010-70; 2010-61; 2010-68; 2009-190; 2010-72; 2010-71. Jeanne seconded, all ayes, motion carried. Also present were Mary Kuhl, County Treasurer and Kathy Gearhart, Clerk, County Treasurer's Office. Lisa also reviewed with the Board her budget request for Fiscal Year 2011-2012.

Scott Jarvis, Sand Creek Trading Post LLC dba Sand Creek Trading Post, requested a Special Twenty-Four Hour Catering Permit. Kelly moved to approve a Special Twenty-Four Hour Catering Permit to Sand Creek Trading Post LLC dba Sand Creek Trading Post for a Wedding Reception on June 25, 2011. Jeanne seconded, all ayes, motion carried.

Kelly moved to approve a Change Order to the Contract with Independent Engineer for County Contract Engineer Services by and between Consolidated Engineers, Inc. and Crook County. Jeanne seconded, all ayes, motion carried.

Also present were Joe Baron, County Attorney, Tim Lyons, Growth and Development Administrator and Morgan Ellsbury, Road and Bridge Foreman.

Joe Baron, County Attorney, Connie Tschetter, County Clerk, Tim Lyons, Growth and Development Administrator and the Board, discussed Legislative Redistricting.

The meeting adjourned at 4:55 o'clock p.m. to meet in special session on June 16, 2011 at 8:00 o'clock a.m. to work on the Tentative Budget for Fiscal Year 2011-2012 and to meet in regular session on July 5 and 6, 2011 at 8:00 o'clock a.m. and to meet in special session on July 14, 2011 at 8:00 o'clock a.m. for the Public Hearing for the Final Budget for Fiscal Year 2011-2012 and to meet as the Crook County Board of Equalization on July 20, 2011 at 8:00 o'clock a.m. for the Board of Equalization Protest Hearings, in the Commissioner's Room at the Courthouse in Sundance, Wyoming.

James W. Hadley, Chairman

Jeanne A. Whalen, Member

Kelly B. Dennis, Vice-Chairman

Attested: _____
Connie D. Tschetter, County Clerk