

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

**TUESDAY, JULY 2, 2013**

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 meetings were approved.

Steve Stahla, County Sheriff, Joe Baron, County Attorney and Lisa Fletcher, County Assessor were present to go over items of interest within their departments. Also present was Jill Mackey, County Library Director.

Jeanne moved to approve an Equitable Sharing Agreement and Certification between the Crook County Sheriff's Office and the Department of Justice and the Department of the Treasury. Kelly seconded, all ayes, motion carried.

Kelly moved to draft a letter of support to the Natural Resources Committee of the United States House of Representatives to request their favorable consideration of H.R. 1684, the Ranch A Consolidation and Management Improvement Act. Jeanne seconded, all ayes, motion carried.

The following bills were paid:

<u>CLAIMANT</u>	<u>PURPOSE</u>	<u>AMOUNT</u> <u>ALLOWED</u>
Total Wages		160765.88
AFLAC	Insurance	1615.98
Blue Cross Blue Shield of Wyoming	Health Insurance	49049.61
Col. Life & Accident Ins. Co.	Insurance	48.07
Crook County Payroll Tax Account	Withholding & Social Security	52484.60
Great-West Trust Company, LLC	Deferred Compensation	800.00
NCPERS Wyoming	Life Insurance	192.00
New York Life Insurance Company	Life Insurance	502.84
VSP	Vision Insurance	601.34
WY Department of Workforce Services	Worker's Compensation	2531.49
Wyoming Retirement System	Retirement	29625.56
Wyoming Educator's Benefit Trust	Life Insurance	182.52
A & B Welding Supply Co. Inc.	Clamps	152.62
Also/American Linen	Shop Towels & Dust Mops	346.96
AT & T Mobility	Cell Phone	1231.61
Atlantic Tactical	Holster	95.94
Becky Tinsley	Meal	6.65
Bickle Truck & Diesel Service	Parts & Repairs	4335.21
Big Horn Tire Inc.	Tires	1803.76
Bob Barker Company	Supplies	495.84
Brian Sebade	Mileage	75.71
Cardinal Health 411, Inc.	Gardasil	1301.17
CDW Government, Inc.	Laptops & Supplies	6587.64
Cenex Fleetcard	Gas	2930.35
Christina R. Wood	Mileage	299.45
City of Gillette	Water & 1976 Ford Brush Truck	4756.00
City of Sundance	Water	750.77
Coastal Chemical Co., LLC	Fuel & Oil	10037.52
Coffee Cup Fuel Stop	Fuel	196.11
Collins Communications	Parts & Labor	540.00
Combined Laboratories Facility	Testing	112.00
Courtney Greenway	Witness Fees & Mileage	83.93
Croell Redi-Mix	Cattle Guards & Road Base	2196.45
Crook County	Employer Paid Benefits from Grants	1163.14
Crook County Medical Service Dist.	Prisoner Foods & Meals & Physical Exams	3935.26
Crook County Natural Resource District	4th Quarter Funding	7500.00
Crook County Senior Services	County Funding	1666.67
Crook County Treasurer	Postage	331.95
Crook County Weed & Pest	Trimec & Herbicide	83.50
Custom Auto & Truck	Parts & Labor	2675.44
Dakota Business Center	Contract Base Rate Charge	80.40
Dakota Rental	Trench Roller	640.14
Daly, Davidson & Sorenson, LLC	Court Appointed Attorney Fees	18.75
Daniel Cooley	Witness Fees	15.00
Decker's Market	Supplies	146.02
Department of Fire Prevention & Electrical Safety	Plan Review Fees for Moorcroft Fuel Station	228.67

Department of Health	Rental for State Vehicle	333.00
Devils Tower VFW Post 4311	Flag Program Membership	25.00
Double Star Computing	Onsite Computer Service & Equipment	1334.90
Electronic Data Solutions	Trimble Positions Desktop Add-In	1795.00
Elsevier	NSG Drug Ref	49.95
Farmers Co-op Assoc.	Gas	917.80
Galls, An Aramark Company	Supplies	990.29
Gari G. Gill	Mileage & Reimbursement for Bond	606.52
Gearhart Sinclair	Gas & Diesel	10570.79
Geis Septic Tank Pumping	Pump Septic Tank	208.00
H.L. Flake	Parts	1734.41
Heartland Paper Company	Courthouse Supplies	4672.47
Hersrud's of Belle Fourche, Inc.	Sway Bar Bushing & Freight	46.50
Hillside Pharmacy	Supplies	124.55
Hulett Emergency Medical Services	4th Quarter Funding	666.69
Hulett Hardware	Supplies	8.37
Joseph Michael Baron	Mileage & Meals	350.14
JT Vehicle Systems	Emergency Equipment Removal & Installation	875.00
Kelly B. Dennis	Mileage	122.04
Knecht Home Center, Inc.	Electrical Supplies	54.55
Lee Habeck	Gravel	1125.36
Lenzes Printing	Paper, Business Cards & Envelopes	359.39
Max Robert Masters	Mapping Contract for GIS & Subdivisions	3000.00
Midwest Cancer Screening	Pap Smears	91.90
Moorcroft Leader	Subscription and Publishing	204.65
Movin' On Kennels	Dog Food	84.90
National 4-H Council/Supply Services	4-H Supplies	605.82
Neve's Uniforms & Equipment	Body Armor, Pants & Shirts	4840.65
Northern WY Mental Health Center	4th Quarter Funding	2500.00
Northern Wyoming Mental Health Center, Inc.	MMPI-RF2	380.00
Office of State Lands & Investments	Rural Fire Hall Rent	278.88
Office of the State Public Defender	Annual State Public Defender Share FY2013	13641.87
Paetec	Telephone	189.88
Patricia J. Voll, FNP	FP Clinic Hours	490.00
Paul Constantin	Diagnosed & Repaired Computer Issues	130.00
Peggy Boardman	Receipt Book	25.40
Pickerds Greenhouse	Flowers	50.56
Pitney Bowes Purchase Power	Postage	874.00
Plainsman Printing, Inc.	Red X-Stamper	52.32
Powder River Energy Corp.	Electricity	3864.52
Powder River Office Supply, Inc.	Paper & Supplies	1682.17
Quality Agg & Construction, Inc.	J-Base	184.10
Quality Hardware & Supply	Parts	688.66
Quill Corporation	Office Supplies	519.74
Range Telephone Cooperative, Inc.	Telephone	5530.58
Redwater Welding	Repair Mulcher	162.50
Renella Thomas	Mileage, Meals & Supplies	421.62
Revize LLC	CMS Monthly Subscription Service Charges	1800.00
RG Trucking	Contract Hauling	4593.05
Ringer Law, P.C.	Court Appointed Attorney Fees	1254.00
Robert's Machine & Repair	Parts & Labor	211.66
RT Communications	Telephone & Battery	1419.37
Sara Fleenor	Mileage	38.99
Shamion Trucking	Contract Hauling	1114.26
Sirchie Fingerprint Labs	Investigation Supplies	247.64
Smilemakers	Stickers	16.84
State of Wyoming	Mainframe User Access	10.00
Sturdevant's Auto Parts	Parts	26.36
Sundance Dillon's Hardware Inc	Supplies	196.82
Sundance State Bank	Direct Deposit Fees	9.76
Sundance Times	Publishing	1943.50
Supercircuits, Inc.	Power Connector & Camera	246.80
Team Laboratory Chemical Corp	Fine Road Patch	234.00
The Hitt Companies	Bates Stamper	215.39
Tongue River Communications	Jail Cable	63.00
Top Office Products, Inc.	Copy Charges & Toner	1236.72
Tower Valley Ag Supply	Gas & Diesel	5999.51
Town of Hulett	Water	62.80

Town of Moorcroft	Water	153.10
Tracy Motor Company	Parts	1388.63
Tyler Technologies, Inc.	Itax & Online Payments & Maintenance	10680.00
UNUM	Disability Insurance	268.49
Urbin Law Office, LLC	Court Appointed Attorney Fees	691.95
UW Extension	Car Pooling	618.30
Vehicle Lighting Solutions, Inc.	Units & Mounting Kits	1530.59
Visa	Supplies & Travel Expenses	7137.67
Volunteer Firemen's Retirement Fund	Volunteer Firemen's Retirement Fund	275.00
Western Properties, Inc.	Broker's Opinion	100.00
Western Stationers	Supplies	2083.22
Woody's Repair	Service & New Tires	800.64
WY Department of Transportation	Project Expenditures	1317.33
WY Department of Workforce Services	Worker's Compensation	506.55
WY Retirement System	Rehired Retiree Contributions	1193.42
WYDOT Motor Vehicle Division	1 Transfer Plate	2.00
WYOPASS	Sponsorship-WYOPASS 2013 Fall Conference	100.00
Total		472473.32

The following monthly collections were collected:

County Clerk	\$10,760.50
County Sheriff	\$7,890.08
Clerk of District Court	\$2,224.65
Circuit Court	\$20,074.00

Mary Kuhl, County Treasurer, submitted the following monthly report of receipts and disbursements for month end June 2013:

Total Receipts	\$1,301,225.14
Disbursements:	
Towns	\$111,537.52
County Boards	\$434,498.88
State & Local School	\$2,119,273.12
DOT/DOR/Rebate	\$127,819.65
Redemption/S. Park	\$4,909.76
Total	\$2,798,038.93

Kelly moved to approve a Bond for Tamara Baron, Treasurer, Crook County Library Board. Jeanne seconded, all ayes, motion carried.

The Board reviewed an application received for the Renewal Crook County Commissioners Scholarship. Kelly moved to award the Renewal Crook County Commissioners Scholarship to Mary Frances Dorsett. Jeanne seconded, all ayes, motion carried.

Kelly moved to approve the tax assessment requests from the Crook County Irrigation District and the Sundance Canyon Ranch Improvement and Service District. Jeanne seconded, all ayes, motion carried.

Morgan Ellsbury, Road and Bridge Foreman and Randy Gill, Facilities Maintenance Foreman, gave a monthly report. Also present was Joe Baron, County Attorney.

Kelly moved to approve a Federal Highway Administration Federal Lands Highway Reimbursable Agreement DTFH68-13-E-00025 Modification No. 1. Jeanne seconded, all ayes, motion carried.

Kelly moved to approve an Agreement for Installation of Cattleguard on Lytle Creek County Road No. 196 between Floyd Morgan and the Board of County Commissioners of Crook County, Wyoming. Jeanne seconded, all ayes, motion carried.

Discussion was held on a proposed Policy on the Installation and Maintenance of Commercial Pipelines Along or Across County Roads and it will be issued for public comment.

Adjourned for lunch at 11:40 o'clock a.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, County Library Director, gave a monthly report.

Karen Ackerman, A.D.I. Insurance Agency and Ray Gallegos, HUB International Mountain States Limited were present for the opening of the County property insurance bids. The following bids were received:

A.D.I. Insurance Agency-----	\$38,831.00
HUB International Mountain States Limited-----	\$33,556.00

Kelly moved to accept the low bid from HUB International Mountain States Limited, subject to minor changes. Jeanne seconded, all ayes, motion carried. Also present were Joe Baron, County Attorney and Lisa Fletcher, County Assessor.

Betty Haiar, Annette Viergets and Mary Vore, Beulah Civic Committee, informed the Board that there are state grant funds available to upgrade and repurpose old school buildings and requested the Board to approve for the

Beulah Civic Committee to pursue these funds to upgrade the Beulah Community Building and for the County to be the sponsoring entity for the grant. Discussion was held and the Board requested that they form a formal Community Building Committee before the Board will approve for them to pursue the grant funds. Also present were Joe Baron, County Attorney, Randy Gill, Facilities Maintenance Foreman, Sarah Pridgeon, The Sundance Times and Gari Gill, County Fire Warden/Interim Homeland Security County Coordinator.

Tim Lyons, Growth and Development Administrator, Joe Baron, County Attorney, Todd Rand, Consolidated Engineers, Inc., County Contract Engineer, Randy Levanen, Jason Levanen, Surveyor, Jennifer Hinkhouse, Scott Hinkhouse, Patsy McAmis, Sarah Pridgeon, The Sundance Times and Morgan Ellsbury, Road and Bridge Foreman were present for the continued public hearing to determine whether or not to approve the Dry Creek Subdivision Preliminary Plat. Todd Rand, Consolidated Engineers, Inc., County Contract Engineer, presented comments, concerns and recommendations regarding the development. Oral comments were received and discussion was held. Jeanne moved to approve the Dry Creek Subdivision Preliminary Plat, contingent upon the recommendations received from the County Contract Engineer and the Growth and Development Administrator. Kelly seconded, all ayes, motion carried.

The meeting adjourned at 4:08 o'clock p.m.

Wednesday, July 3, 2013

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 (WYDOT), gave an update on bridge and road projects.

Lisa Fletcher, County Assessor, presented tax roll rebates and additions. Jeanne moved to approve the following tax roll rebates and additions: 2010-100; 2011-68; 2012-37; 2011-67 and 2012-36. Kelly seconded, all ayes, motion carried. Lisa Fletcher, County Assessor and Tim Lyons, Growth and Development Administrator discussed with the Board the contract with Max Masters dba Geographic Innovations for Geographic Information System Services (GIS). Kelly moved to approve a Contract with Independent Contractor for Geographic Information System Services (GIS) between Max Masters dba Geographic Innovations and Crook County. Jeanne seconded, all ayes, motion carried. Also present were Sarah Pridgeon, The Sundance Times and Joe Baron, County Attorney.

Gari Gill, County Fire Warden/Interim Homeland Security County Coordinator, gave a monthly report. Gari requested for the County to purchase land adjoining the County Fire Cache property. Discussion was held and the Board approved for him to pursue this acquisition. Also present were Steve Stahla, County Sheriff, Sarah Pridgeon, The Sundance Times, Joe Baron, County Attorney and Danette Welsh, ONEOK.

Morgan Ellsbury, Road and Bridge Foreman, gave a monthly report. Also present were Joe Baron, County Attorney, Danette Welsh, ONEOK, Ralph Knode and Mike Griffin, Strata Energy, Tim Lyons, Growth and Development Administrator and Sarah Pridgeon, The Sundance Times.

Discussion was held on a proposed Policy on the Installation and Maintenance of Commercial Pipelines Along or Across County Roads. The policy will be issued for public comment and a public hearing will be held in September.

Ralph Knode and Mike Griffin, Strata Energy, discussed their Memorandum of Understanding on the New Haven-Oshoto County Road No. 164.

Jeanne moved to approve the following resolution:

**RESOLUTION NO. 2013-11**

**TO COMMENCE PROCEEDINGS FOR THE IDENTIFICATION OF COUNTY ROADS UNDER W. S. 24-3-201 THROUGH W. S. 24-3-206 TO VACATE THE UNUSED AND UNIDENTIFIED PORTIONS OF COUNTY ROADS IN TOWNSHIP 49 NORTH, RANGE 68 WEST OF THE 6<sup>th</sup> P.M.**

WHEREAS the landowners consented to the Establishment on May 17, 1960 of that portion of County Road No. 103, from State Highway 51 (formerly U.S. Highway 14-16) to the old gas plant pump station reflected at Commissioners Proceedings Book 7 Page 30; and

WHEREAS, the landowners entered into an agreement whereby they would grant easements for the existing County road to the County and the County would vacate or alter the old unused portions of the County Road across their land; and

WHEREAS an agreement was entered into with the area landowners whereby they would grant easements to County Road No. 103, known as the Shipwheel Road, to the Shipwheel Ranch on the route that was actually being used by the public and maintained in part by the County, and the County would vacate or alter the old unused portions of the County Road across their land; and

WHEREAS an agreement was entered into with the area landowners whereby they would grant easements to County Road No. 240, known as the Carr Road, from the Southwest corner of the Town of Moorcroft, WY, on the route that has been used by the public and maintained at various times by the County and the County would vacate or alter the old unused portions of the County Road across their land; and

WHEREAS, the County Surveyor prepared a Map of Survey of the existing Shipwheel Road recorded at Instrument No. 619519 Rod No. 25 and Map No. 1491 specifically describing the centerline of the County Road No. 103; and prepared a Map of Survey of the Carr Rd. and recorded it at Instrument No.

619520 Rod No. 25 and Map No. 1492 in the Crook County Clerk’s Office in the Courthouse in Sundance, WY specifically describing the centerline County Road No. 240; and

WHEREAS, Crook County has Established County Road No. 103 at Resolution No. 2013-7 in the Commissioners Proceedings Book 11 Page 376 and 377, recorded at Instrument No. 626815 at Book 531 of Photos at Page 358 in the Crook County Clerk’s Office in Sundance, Wyoming; and

WHEREAS, Crook County has Established County Road No. 240 at Resolution No. 2013-8 at Commissioners Proceedings Book 11 Page 377, recorded at Instrument No. 626816 at Book 531 of Photos at Page 360 in the Crook County Clerk’s Office in Sundance, Wyoming; and

WHEREAS major portions of various county roads that were established in the past had not been used by the public or maintained by the county in over 30 to 100 years; and

WHEREAS the following county roads exist and will continue to exist in Township 49 North, Range 68 West of the 6<sup>th</sup> P.M.:

**CARR ROAD No. 240 recorded at Rod No. 25 Map No. 1492**

**SHIPWHEEL ROAD No. 103 recorded at Rod No. 25 Map No. 1491**

WHEREAS Wyoming Statute 24-3-201, Et seq., Identification of County roads allows for the vacation of County Roads that are not currently identified and maintained.

THEREFORE BE IT RESOLVED that proceedings be commenced to determine whether or not to vacate those portions of the county roads located in Township 49 North, Range 68 West of the 6<sup>th</sup> P.M. that are generally located southwest of Moorcroft, Wyoming under the identification procedure contained in W.S. 24-3-201 through 24-3-206 not set forth above.

Motion made, seconded and carried in an open meeting this 3<sup>rd</sup> day of July, 2013

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 July 3, 2013 by J. W. Hadley, Chairman, Kelly B. Dennis, Vice-Chairman and Jeanne A. Whalen, Member, Board of Crook County Commissioners on behalf of Crook County, Wyoming.

CONNIE D. TSCHETTER, CROOK COUNTY CLERK

Kelly seconded, all ayes, motion carried.

Ralph Knode and Mike Griffin, Strata Energy, gave an update.

Adjourned for lunch at 11:53 o’clock a.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 Becky Rolf, Members, Crook County Land Use Planning and Zoning Commission, gave a monthly report. Tim Lyons, Growth and Development Administrator, gave a monthly report and a subdivision and deed report. Also present were Wayne Garman, Supervisor, Crook County Natural Resource District (CCNRD), Steve Kozel, USDA Forest Service, Linda Tokarczyk, Rare Element Resources (RER), Sarah Pridgeon, The Sundance Times, Reed Robinson and Rene Ohms, National Park Service, Eric Allen, Devils Tower Fire Management Officer, Cindy Larom, Bureau of Reclamation (per conference call), Gari Gill, County Fire Warden/Interim Homeland Security County Coordinator, Grace Moore, Moorcroft Leader, Joe Baron, County Attorney, Nathan Hermanson, ONEOK and Ogden Driskill, Wyoming State Senator.

The following people gave an update on items of interest within their departments: Cindy Larom, Bureau of Reclamation; Reed Robinson, National Park Service; Steve Kozel, USDA Forest Service; Linda Tokarczyk, RER, Wayne Garman, Supervisor, CCNRD and Nathan Hermanson, ONEOK.

Ogden Driskill, Wyoming State Senator, informed the Board of his concerns with the Crook County Weed and Pest Board and the Crook County Weed and Pest Budget. Also present were Joe Baron, County Attorney, Linda Schelldorf, County Fair Coordinator/Secretary, Becky Rolf, Member, Crook County Land Use Planning and Zoning Commission and Gari Gill, County Fire Warden/Interim Homeland Security County Coordinator.

Linda Schelldorf, County Fair Coordinator/Secretary, gave a monthly report. Also present were Becky Rolf, Member, Crook County Land Use Planning and Zoning Commission and Gari Gill, County Fire Warden/Interim Homeland Security County Coordinator.

Kelly moved to approve the following resolutions:

**RESOLUTION NO. 2013-12**

**TO COMMENCE PROCEEDINGS FOR THE IDENTIFICATION OF COUNTY ROADS UNDER W. S. 24-3-201 THROUGH W. S. 24-3-206 TO VACATE THE UNUSED AND UNIDENTIFIED PORTIONS OF COUNTY ROADS IN A PORTION OF TOWNSHIP 49 NORTH, RANGE 61 WEST OF THE 6<sup>th</sup> P.M.**

WHEREAS, the landowners entered into an agreement whereby they would grant easements for the existing County road to the County and the County would vacate or alter the old unused portions of the County Road across their land; and

WHEREAS an agreement was entered into with the area landowners whereby they would grant easements to County Road No. 21 for a road that exists south of Sundance, Wyoming, from Wyoming Highway 585 to the southern boundary of Crook County, Wyoming, and County Road No. 56 from the eastern boarder of South Dakota east to Crook County Road 21, which has been known as the Black and Yellow Road, and the County would vacate or alter the old unused portions of the County Road across their land; and



State of Wyoming        }  
                                      }  
County of Crook         }

Signed or attested before me on July 3, 2013 by J. W. Hadley, Chairman, Kelly B. Dennis, Vice-Chairman and Jeanne A. Whalen, Member, Board of Crook County Commissioners on behalf of Crook County, Wyoming.

CONNIE D. TSCHETTER, CROOK COUNTY CLERK

Jeanne seconded, all ayes, motion carried.

The meeting adjourned at 3:03 o'clock p.m. to meet in regular session on July 15, 2013 at 8:00 o'clock a.m. and to meet as the Crook County Board of Equalization on July 15, 2013 at 8:15 o'clock a.m. to discuss and take action on Orders on the Board of Equalization Protests, and to meet in regular session on August 5 and 6, 2013 at 8:00 o'clock a.m., in the Commissioner's Room at the Courthouse in Sundance, Wyoming.

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James W. Hadley, Chairman

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Jeanne A. Whalen, Member

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Kelly B. Dennis, Vice-Chairman

Attested: \_\_\_\_\_

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Connie D. Tschetter, County Clerk