

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

Tuesday, December 1, 2015

8:00 o'clock a.m. Present were Chairman Kelly B. Dennis, Vice-Chairwoman Jeanne A. Whalen, Member Steve J. Stahla and County Clerk Linda Fritz.

The Pledge of Allegiance was recited to the Flag.

Jeff Hodge, County Sheriff, Theresa Curren, County Assessor, Tina Wood, Clerk of District Court and Joe Baron, County Attorney were present to go over items of interest within their departments. Also present was Jill Mackey, County Library Director.

Theresa Curren, County Assessor: The field crew is reviewing new construction before end of year. In process of setting 2016 values and validating sales.

Mary Kuhl, County Treasurer: Total receipts were \$5,770,902.19 and Disbursements including county, boards, towns and schools were \$2,135,089.18. Number of Transactions in November: 3,454. Current Duties: We are currently working on several tax redemption files. Tax deadline Nov. 10, 2015 and upcoming deadline Dec. 31, 2015 for 1st and 2nd half taxes paid in full. We are preparing to mail out the vehicle registration reminder cards for February 2016 expiring vehicles. Processing tax roll corrections prepared by the County Assessor and ratified by the County Commissioners, including taxes paid under protest for pending cases. Working with the Crook County Promotional Board on Lodging Tax Vendors and the Dept. of Audit on an inquiry of the state abstract.

Jeff Hodge, County Sheriff: Presented the jail roster, discussed security cameras, BB gun vandalism to County building windows, lost hunters, coverage in Hulett.

Tina Wood, Clerk of District Court: Business as usual

Linda Fritz, County Clerk: ACA reporting, business as usual, discussed DOL rules

Joe Baron, County Attorney: Office got new carpet, upcoming road issues, discussed some tax issues at the State level, did a training on Title 25 at the hospital.

Jeanne moved to approve the following resolution:

RESOLUTION NO. 2015-27

A RESOLUTION ESTABLISHING USUAL BUSINESS HOURS

WHEREAS, per Wyoming Statute 18-3-103(b), county officers shall keep their offices open during the usual business hours of each day excluding Saturday, Sunday, legal holidays and other days established by the County Commissioners in the Crook County Handbook, Section VII; and,

WHEREAS, the Crook County Handbook, Section XII provides for the observance of the following holidays, as proclaimed by the County Commissioners:

THEREFOR BE IT RESOLVED by the Board of County Commissioners in and for Crook County, Wyoming that the offices in the courthouse shall be open from 8:00 A.M. to 5:00 P.M Monday through Friday of each week, except:

1. The offices in the courthouse shall be closed on the following legal holidays and other days:

CROOK COUNTY 2016 HOLIDAYS

January 1	New Year's Day
January 18	Martin Luther King Jr. Day
February 15	Presidents' Day
May 30	Memorial Day
July 4	Independence Day
September 5	Labor Day
October 10	Columbus Day
November 11	Veterans Day
November 24	Thanksgiving Day
November 25	Day after Thanksgiving Day
December 26	Day after Christmas Day

Motion made, seconded and carried in an open meeting on December 1, 2015.

Board of County Commissioners in and for Crook County, Wyoming by Kelly B. Dennis, Chairman, Jeanne A. Whalen, Vice-Chairwoman and Steve J. Stahla, Member.

State of Wyoming }
County of Crook }

Signed or attested before me on December 1, 2015 by Kelly B. Dennis, Chairman, Jeanne A. Whalen, Vice-Chairwoman and Steve J. Stahla, Member, Board of Crook County Commissioners in and for Crook County, Wyoming.

Linda Fritz, Crook County Clerk

Steve seconded, all ayes, motion carried.

The following bills were presented to the Board:

Total Wages-\$163,682.54; **AFLAC**-Insurance-\$1,552.23; **Blue Cross Blue Shield of Wyoming**-Health Insurance-\$61,599.47; **Col. Life & Accident Ins. Co.**-Insurance-\$48.07; **Crook County Payroll Tax Account**-Withholding & Social Security-\$52,545.63; **Great-West Trust Company, LLC**-Deferred Compensation-\$1,700.00; **NCPERS Wyoming**-Life Insurance-\$176.00; **New York Life Insurance Company**-Life Insurance-\$651.94; **VSP**-Vision Insurance-\$720.22; **WY Department of Workforce Services**-Worker's Compensation-\$3,324.22; **Wyoming Retirement System**-Retirement-\$36,124.84; **Wyoming Educator's Benefit Trust**-Life Insurance-\$199.42; **Alsco**-Mops, Towels & Coveralls-\$150.70; **American Welding & Gas, Inc.**-Tip, Adaptor, Nut & Spool-\$92.59; **AT Conference**-Phone Conferencing Charges-\$8.92; **AT&T Mobility**-Cell Phone-\$875.83; **Big Horn Tire Inc.**-Batteries, Tires, Service Call-\$6,917.39; **Black Hills Chemical Co.**-Belt-\$49.98; **Blakeman Propane Inc.**-Propane-\$178.21; **Calvin Wolf**-November Cell Phone Reimbursement-\$25.00; **Carbon County Coroner Conference**-Registration Fee-\$125.00; **Cenex Fleetcard**-Fuel-\$54.15; **City of Gillette**-Water-\$6.00; **City of Sundance**-Water-\$1,037.52; **Cody Ballou**-Contract Hauling-\$1,765.96; **Coffee Cup Fuel Stop**-Fuel-\$66.68; **Collins**

Communications-Radio Repair-\$453.00; **Combined Laboratories Facility**-Testing-\$56.00; **Croell Redi-Mix-Road Base**-\$1,396.05; **Crook County**-Employer Paid Benefits from Grants-\$3,991.22; **Crook County Medical Services Dist.**-Employment Physical & DOT Physical-\$171.00; **Crook County Sheriff**-Postage-\$27.52; **Dakota Business Center**-Contract Base Rate-\$89.40; **Decker's Market**-Groceries & Water-\$23.70; **Double Star Computing**-Onsite Computer Service, Printer Maint., Battery, Roller-\$1,055.90; **Edward Robinson**-November Cell Phone Reimbursement-\$45.00; **Election Systems & Software**-Supplies-\$79.66; **Eric Stevens**-November Cell Phone Reimbursement-\$45.00; **Farmers Co-op Assoc**-Fuel-\$7,487.89; **Fedex**-Shipping Charges-\$20.54; **Fence Tech Services, LLC**-Wire and Brace-\$1,750.80; **Fisher Sand & Gravel**-Base Course-\$22,410.12; **Gundy's Repair**-1st Qtr Maint. Contract, Labor & Igniter-\$2,215.06; **H.L. Flake**-Locks & Keys-\$37.62; **HDR Engineering, Inc.**-Professional Services-\$240.48; **Heartland Paper Company**-Deodorizer, Towels, Glass Cleaner-\$83.96; **Hulett Hardware**-Shovel-\$14.99; **Inland Truck Parts Company**-Parts-\$2,009.68; **Jack's Truck & Equipment**-Parts-\$22,957.00; **Jason Robinson**-November Cell Phone Reimbursement-\$45.00; **Jeanne Whalen**-Fuel & Meals-\$45.81; **Jeffrey Hodge**-November Cell Phone Reimbursement-\$45.00; **Jim Brandenburg**-November Cell Phone Reimbursement-\$25.00; **Justin Davidson**-November Cell Phone Reimbursement-\$25.00; **Karen's Delivery Co.**-Delivery Fee-\$48.00; **KC Transport, Inc.**-Contract Hauling-\$2,989.91; **Lisa Finkey**-Court Appointed Attorney Fees-\$590.00; **Lyle Signs, Inc**-Road Signs-\$583.80; **Matthew Bender & Co., Inc**-Court Rules Supplements-\$252.31; **Max Robert Masters**-Mapping Contract & GIS Consulting-\$3,200.00; **McKesson Medical Surgical**-Fluzone 2015 Quad-\$751.65; **Melanie Wilmer**-November Cell Phone Reimbursement-\$25.00; **Michael R Frolander**-November Cell Phone Reimbursement & Postage-\$31.19; **Michael Rogers**-November Cell Phone Reimbursement-\$45.00; **Midsouth Solutions**-Embroidery-\$342.07; **Morgan Ellsbury**-November Cell Phone Reimbursement-\$45.00; **Mullinax Coal Sales**-Stoker Coal-\$441.42; **Natrona County Legal Department**-Involuntary Hospitalization Costs-\$520.00; **Nelson Auto Glass**-Glass Installation-\$145.00; **NFPA**-1 Year Membership Fee-\$175.00; **Northern WY Mental Health Center**-County Funding-\$10,000.00; **Office Ally**-Fee to File Insurance Claims-\$19.95; **Paetec**-Telephone-\$171.76; **Pitney Bowes Global**-Leasing Charges-\$414.66; **Powder River Energy Corp.**-Electricity-\$2,928.80; **Powder River Office Supply, Inc.**-Office Supplies-\$63.06; **Quality Agg & Construction, Inc**-J Base, Rifle Pit Road Scraper Work-\$21,613.29; **Quality Hardware & Supply**-Supplies-\$37.06; **Randco Tanks & Equipment**-Tank & Equipment-\$31,300.00; **Randy Gill**-November Cell Phone Reimbursement-\$45.00; **Range Telephone Cooperative, Inc**-Telephone & E911 Services-\$5,459.70; **Robert's Machine & Repair**-Repairs-\$833.88; **Rocky Mountain Truck Parts, LLC**-Belly Dump-\$20,000.00; **Rolling Metal Sinclair**-Fuel, Tire Repair, Service-\$533.99; **RT Communications**-Telephone-\$860.89; **Ryan Thomas**-Reimbursement for Jail Meds-\$9.65; **Sam Waugh**-November Cell Phone Reimbursement-\$25.00; **Sara Fleenor**-Meals, Mileage, Taxi Fare-\$148.05; **Scott Newlin**-November Cell Phone Reimbursement-\$25.00; **Security Insurance Agency Inc.**-Annual Premium for Bonds, Notary Public Bond-\$1,480.00; **Sherri Davis**-Mileage-\$24.15; **Slafter Oil**-Oil, Solvent & Grease-\$3,420.05; **Snap-On Tools**-Socket Holders-\$109.50; **Sundance Dillon's Hardware Inc**-Parts & Supplies-\$200.44; **Sundance Equipment Company**-Parts, Freight Charge-\$1,683.32; **Sundance State Bank**-Direct Deposit Fees-\$6.68; **Sundance Subway**-Meals-\$16.00; **Sundance Times**-Ads-\$1,383.00; **Ted Moline**-November Cell Phone Reimbursement-\$25.00; **The Repair Shop, LLC**-Repair Oxygen Sensor-\$166.92; **Thomas J Adams**- November Cell Phone Reimbursement -\$45.00; **Todd Leimsner**-November Cell Phone Reimbursement-\$45.00; **Tongue River Communications**-Jail Cable TV-\$69.00; **Top Office Products, Inc.**-Supplies, Copy Charge-\$305.91; **Tower Valley Ag Supply**-Fuel, Tire Service-\$166.29; **Town of Hulett**-Water-\$70.80; **Town of Moorcroft**-Water-\$63.00; **Tracy Motor Company**-Parts-\$1,356.84; **Troy Skeens**-November Cell Phone Reimbursement-\$45.00; **Urbin Law Office, LLC**-Court Appointed Attorney Fees/Credit-\$98; **US Post Office**-Box 339 Rent -\$90.00; **Vilas Pharmacy**-Supplies-\$132.49; **Visa**-Supplies, Travel Expenses, Fuel, Postage, Dues-\$4,703.75; **Wayne Ballou Trucking**-Contract Hauling-\$1,857.10; **Western Stationers**-Office Supplies-\$249.60; **WY Department of Workforce Services**-Worker's Compensation-Firemen-\$648.34; **WY Retirement System**-Firemen's Retirement-\$430.00; **WYDOT**-Financial Services-Project Expenditures-\$2,119.40; **Wyoming State 4-H Foundation**-Membership Dues-\$100.00; **Total-\$526,214.56**

Jeanne moved to allow all bills as presented. Steve seconded, all ayes, motion carried.

The following monthly collections were collected:

County Clerk	\$9,963.25
County Sheriff	\$9,000.27
Clerk of District Court	\$2,464.38
Public Health (October)	\$6,236.09
Circuit Court	\$12,613.00

Mary Kuhl, County Treasurer submitted the following monthly report of receipts and disbursements for month end November 2015:

Total Receipts	\$5,770,902.19
Disbursements:	
Towns	\$156,832.19
County Boards	\$213,207.29
State & Local School	\$978,278.71
DOT/DOR/Rebate	\$152,256.65
Redemption/S. Park	\$2,633.54
Total	\$1,503,208.38

Steve moved to appoint Gary Anderson on behalf of HDR Engineering, Inc., as the Crook County Contract Engineer and Surveyor and to approve his official bond. Jeanne seconded, all ayes, motion carried.

Steve moved to make the following Board appointment:

Dallas Rolf-Crook County Predatory Animal Control Board Member, Representing Sportsmen and Hunters – Three Year Term

Jeanne seconded, all ayes, motion carried.

Steve moved to approve and for the Chairman to sign a Federal Certificate of State or Local Government Use of Diesel Fuel and Gasoline with Rolling Metal Sinclair for calendar years 2015 and 2016. Jeanne seconded, all ayes, motion carried.

Jeanne moved for the Chairman to sign a title on a 1979 Beall sold to Jack's Truck & Equipment. Steve seconded, all ayes, motion carried.

Jeanne moved to approve a Business Ready Community Grant and Loan Program Grant Agreement Between the Wyoming Business Council and Crook County. Steve seconded, all ayes, motion carried.

Melanie Wilmer, Acting Homeland Security Secretary, gave a monthly update. Steve moved to recommend to the Governor, the appointment of Melanie Wilmer as the Homeland Security County Coordinator. Jeanne seconded, all ayes, motion carried. Also present was Sarah Pridgeon.

Morgan Ellsbury, Road and Bridge Foreman and Randy Gill, Facilities Maintenance Foreman gave monthly reports. Also present was Joe Baron. Jeanne moved to approve an Acceptance Certificate with the Wyoming Department of Transportation accepting that project CN18056-Hay Creek Bridge is complete. Steve seconded, all ayes, motion carried. The Board further discussed the policy on the replacement of cattleguards.

Adjourned for lunch at 12:06 o'clock p.m.

1:00 o'clock p.m. Present were Chairman Kelly B. Dennis, Vice-Chairwoman Jeanne A. Whalen, Member Steve J. Stahla and County Clerk Linda Fritz.

Jill Mackey, Library Board Director gave a monthly report. Sara Fleenor, UW 4-H Educator, Extension Office gave a monthly report. Becky Tinsley, Public Health Nurse Manager, gave a monthly report. Jeanne moved to sign a Contract Between Wyoming Department of Health, Public Health Division, Crook County Health Officer and Crook County. Steve seconded, all ayes, motion carried. Carolyn Fowler, Secretary and Ted Rosencranz, Member, Fair Board gave a monthly report.

On January 5, 2016 at 1:00 o'clock p.m. the Board will make the following Board appointments:

One Fair Board Member– Five Year Term

All interested parties are encouraged to apply. Applications can be obtained from the Crook County Clerk's Office, P.O. Box 37, Sundance, WY 82729, 307-283-1323. All applications must be submitted to the County Clerk by or before January 5, 2016 at 1:00 o'clock p.m.

Jeanne moved to sign a letter to the Wyoming County Commissioner's Association regarding the Wyoming Public Lands Initiative. Steve seconded, all ayes, motion carried.

Jeff Hodge, County Sheriff, discussed SLIB funding for the jail door system. Also present was Sarah Pridgeon.

No one was present for the hearing to vacate a of portion of a public road located in Township 51 North, Range 62 West, Section 22, NE1/4SW1/4; NW1/4SE1/4. One objection was received and accepted by the Board. Jeanne made a motion to continue the hearing until January 5, 2016 at 2:30 o'clock P.M. Steve seconded, all ayes, motion carried.

The Board had a work session regarding the Fire Warden position. Also present were Ted Rosencranz, Sarah Pridgeon, Brian Nicholas, Dallas Rolf, Matt Disney, Dan Grace, Gordon Harper, Richard Hauber, Cody Traylor, Glenn Engelhaupt, Jr., Lee Habeck, Bob Latham, Morgan Ellsbury, Jeff Garman, Fred Devish, Clint and Ada Westover and Joe Baron.

Paul Stille, Leo Riley & Co. presented the audit report for FY14-15. Present were Jill Mackey, Lita Newman, Tami Baron, Mary Kuhl (per conference call), Tina Wood and Joe Baron.

The meeting adjourned at 5:02 o'clock p.m.

Wednesday, December 2, 2015

8:00 o'clock a.m. Present were Chairman Kelly B. Dennis, Vice-Chairwoman Jeanne A. Whalen, Member Steve J. Stahla and County Clerk Linda Fritz.

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.

Theresa Curren, County Assessor, presented a tax roll correction. Jeanne moved to approve the following tax roll correction: 2015-0880. Steve seconded, all ayes, motion carried. Also present was Joe Baron.

Jeff Garman, Deputy County Fire Warden gave a monthly report. Also present was Joe Baron.

Morgan Ellsbury, Road and Bridge Foreman and Randy Gill, Facilities Maintenance Foreman continued their monthly reports. Also present were Joe Baron, Sarah Pridgeon, Linda & David Schelldorf and Phillip Busenitz.

Eric Nies, Attorney, Hood and Nies, presented a petition to vacate a portion of Mason Creek County Road #57. Jeanne moved to accept the Petition to Vacate a County Road No. 57, known as the Mason Creek County Road. Steve seconded, all ayes, motion carried.

Adjourned for lunch at 12:02 o'clock p .m.

1:00 o'clock p.m. Present were Chairman Kelly B. Dennis, Vice-Chairwoman Jeanne A. Whalen, Member Steve J. Stahla and County Clerk Linda Fritz.

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

Present were Steve Kozel, District Ranger, U.S. Forest Service , Linda Tokarczyk, Rare Element Resources, Terry Lee, Superintendent, Keyhole State Park, Raesha Sell, Office Manager, CCNRD, Joe Baron, Bob Gilbert, Weed & Pest, John Olenyik, County Manager, Northern Wyoming Mental Health, Cindy Larom, Bureau of Reclamation (per conference call), Tony Barton, Weston County Commissioner, Sarah Pridgeon, The Sundance Times, Ralph Knode, CEO, Strata Energy and Doug Wilson, Chief Information Officer, PRECorp,

The following people gave an update on items of interest within their departments: Terry Lee, Cindy Larom, Steve Kozel, Raesha Sell, Linda Tokarczyk, Ralph Knode, Doug Wilson, Bob Gilbert and John Olenyik.

Sandy Neiman, Trustee, Crook County Medical Services District introduced the new CEO of Crook County Medical Services District, Nathan Hough. Also present was Joe Baron.

Steve moved to approve the following resolution:

RESOLUTION NO. 2015-28
TERMINATING JOINT POWERS BOARD KNOWN AS THE
CROOK COUNTY COMMUNITY JUVENILE SERVICES BOARD

WHEREAS, Wyoming Statute Section 14-9-101 et. Seq. known as the Community Juvenile Services Act authorizes the creation of a joint powers board for community juvenile services; and

WHEREAS the State of Wyoming and the Department of Family Services has failed to adequately fund the Community Juvenile Services Board to fulfill their responsibilities even though a need still exist; and

WHEREAS all of the debts and obligation of the Joint Powers Board have been paid and no Participating Agency, or officer is aware of any outstanding debts, and if any exist they will be paid out of the remaining assets of the Joint Powers Board once conveyed to the County; and

WHEREAS the Joint Powers Board shall convey all of its right, title and interest in all projects, assets and property specifically acquired by it and the remaining funds totaling \$8,401.81 held by the Crook County Community Juvenile Services Board to the Crook County to be placed in a restricted budget line item in B-26 to be distributed as approved by the Crook County and Prosecuting Attorney for the planning of, and funding for, a needs assessment to come into compliance with federal laws and statutes regarding the secure detention of delinquent juvenile offenders, provide alternatives to the incarceration of juvenile offenders, develop and implement a comprehensive plan to provide facilities, programs, and policies for the prevention of juvenile crime and delinquency and provide drug court services for minor felons, midemeanants and juvenile offenders to the District, Circuit and Municipal Courts of the county and provide the services for the Community Juvenile Services Act.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners in and for Crook County, WY that:

1. Crook County terminates its interest in the Crook County Community Juvenile Services Board;
2. The Chairman of the Board is authorized to sign on the Boards' behalf any documents necessary to terminate the Crook County Community Juvenile Services Joint Powers Board Agreement; and
3. Accept and administer the funds as set forth above.

Motion made, seconded and carried in an open meeting on December 2, 2015.

Board of County Commissioners in and for Crook County, Wyoming by Kelly B. Dennis, Chairman, Jeanne A. Whalen, Vice-Chairwoman and Steve J. Stahla, Member.

State of Wyoming }
County of Crook }

Signed or attested before me on December 2, 2015 by Kelly B. Dennis, Chairman, Jeanne A. Whalen, Vice-Chairwoman and Steve J. Stahla, Member, Board of Crook County Commissioners in and for Crook County, Wyoming.

Linda Fritz, Crook County Clerk

Jeanne seconded, all ayes, motion carried.

On January 6, 2016 at 1:00 o'clock p.m. the Board will make the following Board appointments:

One Northeast Wyoming Economic Development Authority Board Member, Representing Private Sector – Three Year Term

All interested parties are encouraged to apply. Applications can be obtained from the Crook County Clerk's Office, P.O. Box 37, Sundance, WY 82729, 307-283-1323. All applications must be submitted to the County Clerk by or before January 6, 2016 at 1:00 o'clock p.m.

Jeanne moved to go into executive session at 3:00 o'clock p.m. in accordance with W.S. 16-4-405(a) (ix) and 5 USC 551(b) (5). Steve seconded, all ayes, motion carried.

The Board went back into regular session at 3:48 o'clock P.M.

As required by Wyoming Statute 18-3-516 (f) information on meeting dates, meeting agendas, official minutes, annual budget and other information required by law to be published in a newspaper of general circulation can also be accessed on the Crook County website: www.crookcounty.wy.gov .

The meeting adjourned at 3:58 o'clock p.m. to meet in regular session on January 5 and 6, 2016 at 8:00 o'clock a.m., in the Commissioner's Room at the Courthouse in Sundance, Wyoming.

Kelly B. Dennis, Chairman

Steve J. Stahla, Member

Jeanne A. Whalen, Vice-Chairwoman

Attested:

Linda Fritz, County Clerk