

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

Tuesday, June 2, 2015

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

The Pledge of Allegiance was recited to the Flag.

The minutes from the previous meetings were approved.

Jeanne moved to approve the following resolution:

RESOLUTION NO. 2015-14
FISCAL YEAR 2015 BUDGET AMENDMENT

WHEREAS Crook County adopted the Fiscal Year 2015 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: Unanticipated Revenues \$30,000.00
TO: Road and Bridge Budget \$30,000.00

Bridge on Killians Up Inyan Kara Cr. Rd. #9 & 46 line

Dated this 2nd day of June, 2015.

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

State of Wyoming }

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County of Crook }

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Signed or attested before me on June 2, 2015 by Kelly B. Dennis, Chairman, Jeanne A. Whalen, Vice-Chairman 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. Also present were Jeff Hodge, Jill Mackey and Morgan Ellsbury.

Mary Kuhl, County Treasurer, 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: Updating Mapper Contract with Max Masters, along with Industrial Assessment contract with TY Pickett, Field Crew will be in Pine Haven the rest of June to finish 6-year required sweep of county, turned in Narrative and Locally Assessed Abstract to the State Board of Equalization and the Wyoming Department of Revenue, catching up from 30-day protest period and will be working on the formal protests that were filed.

Tina Wood, Clerk of District Court: reported that they are staying busy with the day to day work in the District Court.

Mary Kuhl, County Treasurer: Total receipts were \$3,768,147.42 and Disbursements including county, boards, towns and schools were \$1,147,141.9. Number of Transactions in May: 2,910 vehicle registrations, sales tax receipts, property tax receipts and misc. receipts. Current Projects: Projecting revenues for county 2015-2016 budget, Actual revenue reporting for 2014-2015 fiscal year, Tax Roll Corrections, Rebates and Added List, May 10, 2nd ½ tax deadline, Upcoming delinquent tax notices, Veterans Exemption Report.

Jeff Hodge, County Sheriff: Jail roster, Recorder going to be installed next week, working on preparations for rally, question was asked if I was going to bring help in for the expected 2 week fluctuation before and after rally, no we are not, just for the main week of the rally.

Linda Fritz, County Clerk: Have been working on the 15-16 budget, BOE notices, usual daily/monthly duties, having paperwork filled out by employees to comply with the Affordable Care Act and the 125 cafeteria plan.

Joe Baron, County Attorney: Joe had Mary update the Board on the current status with BW Oil, discussed upcoming lease agreements, Tripower, road petitions, fairgrounds storm drainage and his grants.

The following bills were paid:

Total Wages		\$162,467.01
<u>CLAIMANT</u>	<u>PURPOSE</u>	<u>AMOUNT</u>
		<u>ALLOWED</u>
AFLAC	Insurance	\$1,256.57
Blue Cross Blue Shield of Wyoming	Health Insurance	\$50,521.91
Col. Life & Accident Ins. Co.	Insurance	\$48.07
Crook County Payroll Tax Account	Withholding & Social Security	\$53,541.50
Great-West Trust Company, LLC	Deferred Compensation	\$1,415.00
NCPERS Wyoming	Life Insurance	\$176.00
New York Life Insurance Company	Life Insurance	\$651.94
VSP	Vision Insurance	\$690.45
WY Department of Workforce Services	Worker's Compensation	\$2,707.03
Wyoming Retirement System	Retirement	\$34,318.54
Wyoming Educator's Benefit Trust	Life Insurance	\$185.90
A & B Welding Supply Co., Inc.	Parts	\$41.75
Alsco/American Linen	Mops, Towels & Coveralls	\$227.33

Animal Medical Center of Wyoming, LLC	K-9 Vet	\$163.50
AT & T Mobility	Cell Phone	\$1,143.70
Becky Tinsley	Meals & Hotel	\$240.60
Big Horn Telecom	Conference Phone	\$935.00
Big Horn Tire Inc.	Tires	\$513.04
Big R Bridge	Bridge Parts	\$31,942.88
Cassidys Seed & Feed	Pellets	\$5.14
Cenex Fleetcard	Fuel	\$110.38
Centurylink	E911 Services	\$946.16
Christina R Wood	Mileage	\$333.50
City of Gillette	Water	\$6.00
City of Sundance	Water	\$814.33
Coffee Cup Fuel Stop	Fuel	\$448.32
Collins Communications	Software & Radio Installation, Program Radios	\$750.00
Combined Laboratories Facility	STD Testing	\$91.00
Criss Crozier	Mileage	\$356.50
Crook County	Employer Paid Benefits from Grants	\$3,193.59
Crook County Medical Service Dist.	Legal Collection	\$62.00
Crook County Senior Services	County Funding	\$1,666.67
Crook County Treasurer	Postage	\$233.37
Custom Auto & Truck	Lube, Oil & Filter & Body Repair	\$3,909.38
Dakota Business Center	Monthly Maintenance	\$89.40
Decker's Market	4-H Science Workshop Supplies	\$62.49
Department of Health	State Vehicle Rental	\$192.00
Diehl's Supermarket	Groceries	\$107.61
Donna's Diner II	Meals	\$499.00
Double Star Computing	Onsite Computer Service	\$2,150.00
Farmers Co-op Assoc	Fuel	\$9,475.44
Gearhart Fuel & Repair, Inc.	Fuel	\$651.11
Grabar Voice & Data Inc.	Recorder & Installation	\$13,319.50
Gundy's Repair	Maintenance Contract	\$2,092.42
Hills Products Group, Inc	Rough Pine	\$320.95
Hub Int'l. Mountain States LTD	Add 2015 GMC	\$121.00
Hulett Hardware	Paint, Discs & Hose End	\$29.45
Interstate Powersystems	Repairs	\$3,839.85
Jeanne Whalen	Phone Accessories	\$74.20
Jeff Garman	Car Charger	\$14.10
Joshua Idler	Snow Removal	\$18.00
Karen's Delivery Co.	Delivery	\$48.00
Kimball Midwest	Silv & Dem, Drill Bit & Coolant	\$79.45
Knecht Home Center of Spearfish LLC	Waferboard, Weed-B-Gone, Wood & Bolts	\$101.10
Kreuter Automotive	Repairs	\$1,472.77
Lenzes Printing	Envelopes & Paper	\$54.97
Lisa Finkey	Court Appointed Attorney Fees	\$345.00
Lone Pine Law LLC	Court Appointed Attorney Fees	\$279.49
Lyle Signs, Inc	Slow Sign	\$125.76
M&M Micro Systems Inc	Annual Software Agreement	\$1,500.00
Max Robert Masters	Mapping Contract & GIS Consulting	\$3,000.00
Melanie Wilmer	Mileage	\$89.13
Midwest Cancer Screening	Testing	\$48.11
Movin' On Kennels	Dog Food	\$101.04
Mullinax Coal Sales	Coal	\$515.00
Neve's Uniforms & Equipment	Uniforms	\$382.27
Norco, Inc	Lease Renewal	\$354.50
Office of State Land & Investments	Batteries, Box, Belts & Pressure Gauge	\$138.66
Paetec	Telephone	\$169.99
Pitney Bowes	Supplies	\$50.14
Pitney Bowes Global Financial Svs. LLC	Postage Machine Lease	\$414.66
PLET	Registration Fee	\$189.00
Powder River Energy Corp.	Electricity	\$3,272.04
Powder River Office Supply, Inc.	Office Supplies & Chair	\$640.41
Quality Agg & Construction, Inc	J Base	\$5,182.52
Quality Hardware & Supply	Parts	\$1,076.15
Quill Corporation	Supplies	\$92.93
Ramsey County Sheriff	Service Fees	\$96.00
Range Telephone Cooperative, Inc	Telephone	\$4,923.48
RG Trucking	Contract Hauling	\$4,829.26
RT Communications	Telephone	\$857.65

Safeguard Business Systems	Forms	\$1,587.81
Sara Fleenor	Travel Expenses	\$67.78
Snap-on Tools	Tools	\$31.40
Sundance Dillon's Hardware Inc	Parts, Tools & Supplies	\$161.43
Sundance Electric Inc	Transfer Switch and Gen Connection	\$6,927.45
Sundance Equipment Company	Parts	\$424.29
Sundance State Bank	Direct Deposit Fees	\$6.61
Sundance Times	Envelopes, Door Hangers, Inserts, Legal & Ads	\$3,041.60
Tongue River Communications	Cable TV	\$69.00
Top Office Products, Inc.	Supplies & Copy Charge	\$591.52
Tower Valley Ag Supply	Fuel, Tire Repair, Parts, & Oil	\$984.53
Town of Hulett	Water	\$58.80
Town of Moorcroft	Water	\$63.00
Tracy Motor Company	Supplies & Parts	\$1,752.85
UNUM	Disability Insurance	\$279.15
Urbin Law Office, LLC	Court Appointed Attorney Fees	\$530.08
US Post Office	Box Fee	\$378.00
UW Cooperative Extension Service	Car Pooling	\$370.80
Vilas Pharmacy	Supplies	\$60.64
Visa	Supplies, Meals, Travel Expenses	\$3,544.58
WCAA	Conference Fees	\$250.00
West River International, Inc.	Parts	\$577.99
WY Department of Workforce Services	Firemen's Workers Compensation	\$1,075.76
WY Retirement System	Fireman's Retirement	\$237.50
WYDOT-Financial Services	Project Expenditures	\$8,701.12
Wyoming Machinery Company	Parts & Repairs	\$12,377.15
Total:		\$463,750.90

The following monthly collections were collected:

County Clerk	\$13,822.50
County Sheriff	\$12,862.50
Clerk of District Court	\$1,600.96
Public Health (April)	\$1,734.12
Circuit Court	\$19,547.00

Jeanne moved to approve the Special District Assessment Instruction and Approval Form and the Special Improvement District Assessment Request Form for Sundance Canyon Ranch Improvement and Service District. Steve seconded, all ayes, motion carried.

Jeanne moved to sign a contract for services with Leo Riley & Company for auditing services. Steve seconded, all ayes, motion carried.

Jeanne moved to approve a Rental Agreement (State Public Defender's Office) between the City of Newcastle and the Counties of Weston and Crook. Steve seconded, all ayes, motion carried.

Steve moved per WY ST 9-4-504 to give 5% of the Sequestered Title I Forest Reserve Funds to the School General Fund and the remaining balance to the Road and Bridge Fund. Jeanne seconded, all ayes, motion carried. Also present was Joe Baron.

Steve moved to allow the Fair Board to do a budget amendment moving \$3,875.00 from Major Maintenance to Capital Outlay-Arena Groomer. Jeanne seconded, all ayes, motion carried.

The Board of County Commissioners is requesting bids for county property insurance for a one-year term, starting August 15, 2015. All bids must be submitted to the Crook County Commissioners, P.O. Box 37, Sundance, WY, 82729, by or before July 1, 2015 at 2:00 o'clock p.m.

Present for the annual Department of Transportation update on roads and STIP funds were Larry Konetzki, District Maintenance Engineer, Mike Larson, Wyoming Transportation Commission, Brad Marchant, Area Maintenance Supervisor, Mark Gillett, District Engineer, Scott Taylor, District Construction Engineer, Ronda Holwell, Public Involvement Officer, Wyoming Department of Transportation, Senator Ogden Driskill, Morgan Ellsbury, Melanie Wilmer and Joe Baron.

Morgan Ellsbury, Road and Bridge Foreman and Randy Gill, Facilities Maintenance Foreman, gave monthly reports. Also present was Joe Baron.

Ralph Kanode, Strata Energy discussed maintenance agreements on the southern portion of New Haven Road No. 164.

Steve moved to transfer funds as follows: Pursuant to Wyoming Statute 16-4-112, notice is given that a Resolution has been proposed to transfer \$100,000.00 from Unanticipated Revenues to Department #14, road maintenance and construction line, due to funds needed for emergency roadwork. Notice is further given that a hearing of the Board of Crook County Commissioners of Crook County, Wyoming will be held on July 7, 2015 at 8:00 o'clock a.m. to consider such proposed resolution. Jeanne 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-Chairman Jeanne A. Whalen, Member Steve J. Stahla and County Clerk Linda Fritz.

Jill Mackey, Library Board Director gave a monthly report. Carolyn Fowler, Secretary, Crook County Fair Board gave a monthly report. Sara Fleenor, UW 4-H Educator, Extension Office gave a monthly report. Becky Tinsley, County Public Health Nurse Manager gave a monthly report. Juliana K. Byrd, Grant Administrator, Devils Tower Sacred To Many People requested more time to move the little red schoolhouse. The Board did not grant an extension. Also present were Joe Baron, Sarah Pridgeon, The Sundance Times, Marge Myers, Bob Smith, Tami Baron, Maylee Baron-Kanode, Members, Crook County Library Board, Bob Burke, Randy Gill and Peggy Boardman, Member, Crook County Fair Board.

Jeanne moved to appoint the following board members:

 Maylee Baron-Kanode- Crook County Library Board – Three Year Term

 Pauline Jolley- Crook County Library Board – Three Year Term

Steve seconded, all ayes, motion carried.

There were no applications received for the Promotion Board or the Sixth Judicial District Child Support Authority Board.

Steve moved to appoint the following board members:

 Trinity Lewis- Fair Board Member – to fill an unexpired term, which expires January 2018

 Bob Burke- Fair Board Member – to fill an unexpired term, which expires January 2019

Jeanne seconded, all ayes, motion carried.

Mike Frolander, County Coroner, went over his budget requests for the 15-16 Fiscal Year. Also present was Joe Baron.

Tim Lyons, Growth and Development Administrator, went over the Contract Change Order with Geographic Innovations. Steve moved to sign the Contract Change Order with Geographic Innovations. Jeanne seconded, all ayes, motion carried. Also present was Joe Baron.

Jeanne moved to go into executive session per W.S. 16-4-405 (a)(iii) and 1-12-101 (a)(i) to discuss a personnel matter. Steve seconded, all ayes, motion carried. The Board went into executive session at 3:09 o'clock P.M.

The Board went back into regular session at 3:42 o'clock P.M.

Present for the discussion on Courthouse Security were Melanie Wilmer, Tina Wood, Jeff Hodge, Randy Gill, Mary Kuhl, Theresa Curren, Joe Baron, Arna Montgomery and Sarah Pridgeon.

The Board worked on the budget requests for the 15-16 Fiscal Year.

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

Total Receipts		\$3,768,147.42
Disbursements:	Towns	\$11,250.01
	County Boards	\$84,908.34
	State & Local School	\$390,918.85
	DOT/DOR/Rebate	\$122,277.45
	Redemption/S. Park	\$1,686.43
	Total	\$611,041.08

The meeting adjourned at 5:05 o'clock p.m.

Wednesday, June 3, 2015

8:00 o'clock a.m. Present were Chairman Kelly B. Dennis, Vice-Chairman 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. Also present were Scott Taylor, WYDOT, Tom Adams, Morgan Ellsbury, Joe Baron and Jennifer Nehl.

Jennifer Nehl requested a Special 24 Hour Malt Beverage Permit for August 1-8, 2015. After the Board voiced their concerns and hearing those presented by Undersheriff Tom Adams regarding last year's permit and the lateness of this application, Steve moved to deny the application for Special 24 Hour Malt Beverage Permit for Rockin the Road LLC. Jeanne seconded, all ayes, motion carried. Also present were Joe Baron and Theresa Curren.

Theresa Curren, County Assessor, presented a tax roll addition. Jeanne moved to approve the following tax roll addition: 2015-0400. Steve seconded, all ayes, motion carried. Also present was Joe Baron.

Jeanne moved to approve a Contract Change Order between Geographical Information System Service (GIS) and the Crook County Assessor. Steve seconded, all ayes, motion carried.

Gari Gill, County Fire Warden and Sheila Hansen, Homeland Security County Coordinator gave monthly reports. Also present were Melanie Wilmer, Secretary, Road and Bridge and Joe Baron. Jeanne moved to accept the bids received on 3 county vehicles that were advertised for sale. Steve seconded, all ayes, motion carried.

Morgan Ellsbury and Randy Gill continued their monthly reports. Also present were Joe Baron, Arna Montgomery and Theresa Curren.

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

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

Present were Cindy Larom, Bureau of Reclamation, Steve Kozel, District Ranger, U.S. Forest Service , Terry Lee, Superintendent, Keyhole State Park, Linda Tokarczyk, Rare Element Resources, Roger Connett, Member, CCLUP&ZC, Sarah Anderson, Office Manager, CCRND, Robert Gilbert, Supervisor, Crook County Weed & Pest, Susan Skrove, Administrative Officer, Tim Reid, Superintendent, Devils Tower National Monument, Joe Roth & Doug Wilson, PRECorp, Lew McDowell, Joe Baron, John Stang and Sheila Hansen.

The following people gave an update on items of interest within their departments: Steve Kozel, Cindy Larom, Terry Lee, Susan Skrove, Tim Reid, Robert Gilbert, Linda Tokarczyk, Doug Wilson, Joe Roth and Sarah Anderson.

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

Steve moved to appoint the following board members:

Roger Connett-Crook County Land Use Planning and Zoning Commission- Three Year Term

Mary Yemington-Crook County Land Use Planning and Zoning Commission- Three Year Term

Jeanne seconded, all ayes, motion carried.

Jill Mackey presented Young Author awards to Faith Anderson, Lyman Halverson, Keaton Mills & Grace Anderson. They were sponsored by Susan Hadley in memory of Mary Hadley. Also present were Susan Hadley, Brian, Heidi, Kaleb & Kade Mills, Ben Lasley, Jw Nuckolls, Zeta Anderson, Kim Heaster, James, Jessica, Natalie & Luke Halverson and Joe Baron. The Board took a picture with the award winners.

Jw Nuckolls discussed the Crook County Predatory Animal Control Board. Also present were Zeta, Grace & Faith Anderson and Joe Baron.

Kathy Cluff, Community Prevention Professional, Prevention Management Organization of Wyoming, presented information on TIPS training and a community event checklist. Also present was Joe Baron.

Steve moved to sign a Contract with Independent Contractor for Consulting Services on Software Programs, Hardware Installation for Computers and Internet Services with Double Star Computing. Jeanne seconded, all ayes, motion carried.

John Olenyik, County Manager, Northern Wyoming Mental Health introduced himself to the Board. Also present was Byron Stutzman and Joe Baron.

Byron Stutzman, Superintendent, CCSD#1 presented an easement for the storm drainage that crosses County property for the new elementary school. Steve moved to approve an Easement between Crook County and Crook County School District No. 1 for the installation of a storm drain. Jeanne seconded, all ayes, motion carried. Also present was Joe Baron and Randy Gill.

Jill Mackey and Tami Baron requested the Boards' permission for a budget amendment. Jeanne moved to allow the Library Board to do a budget amendment moving \$193,562.94 from Landers bequest monies to the Crook County Library Foundation. Steve seconded, all ayes, motion carried. Also present was Joe Baron.

The Board worked on the budget requests for the 15-16 Fiscal Year.

The meeting adjourned at 5:05 o'clock p.m. to meet in special session to work on the Tentative Budget for Fiscal Year 2015-2016 on June 23 & 24, 2015 at 9:00 o'clock a.m. and in regular session on July 7 and 8, 2015 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-Chairman

Attested:
Linda Fritz, County Clerk