

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

Tuesday, October 4, 2016

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

Mary Kuhl, County Treasurer: Total receipts were \$1,396,496.57 and Disbursements including county, boards, towns and schools were \$2,862,114.34. Number of Transactions in September were 1,141. Current Duties: Worked with Road & Bridge to complete the County Road Fund report and balance to the General Ledger. Working with some boards and districts to get bonds updated so that we can distribute the funds we are holding in their accounts. Working with the BW Oil field, receiver, county attorney and others to resolve tax issues. Working with Linda on automatic deposit funds for fire reimbursement for fire payments. The 2016 tax roll is balanced, interfaced and bills are printed and we are currently mailing. The mortgage company requests have been entered in our system and bills have gone out to them. The County Tax Sale was held Sept. 22, 2016 and we had good participation and the Certificates of Purchase and receipts have been printed, checked, signed and mailed to participants. I traveled to Cheyenne to review two tax files with the Wy Dept. of Revenue and to deliver some license plates to the Wy Dept. of Transportation on my way to the Wyoming County Treasurer's Meeting in Laramie. The state abstract was due in Sept. so we compiled the data and balanced that report to get it submitted to the Wy Dept. of Audit by the deadline.

Jeff Hodge, County Sheriff: Presented the jail roster, discussed abandoned vehicle expenses, in the design phase of the dispatch center.

Tina Wood, Clerk of District Court: Went to Waco, business as usual.

Linda Fritz, County Clerk: We recorded 219 documents, processed 312 titles, General Election ballots are available for absentees and 315 have been mailed out so far, went to WACO in Laramie, the Clerk's abstract is completed. We have received back \$511,320.33 in fire reimbursement so far. We have spent \$606,266.82 and I have mailed more reimbursement claims to the State. We have stopped taking payroll paperwork for fire fighters. Melissa has run one special payroll for firefighters and will issue one more in October.

Joe Baron, County Attorney: Discussed the BW Oil bankruptcy case and the County's interest in it. We had two Title 25 cases this last month, went to WACO, criminal paperwork is up, discussed a claim on Weed & Pest-it was sent to the State Supreme Court, worked on FRTA easements from the Forest Service with Tim and Morgan.

Theresa Curren, County Assessor: The 2016 Tax Roll was delivered to the county treasurer for the billing and collection of taxes on August 15th meeting the statutory deadline for the assessor's office. Since we are on different computer software programs, our vendor assisted the treasurer's software company to pull the data needed to print the tax bills. Everything went over as should have on the August 15th delivery. Todd was in Cheyenne in the middle of September for two International Association of Assessing Officers class requirements. Theresa attended the Wyoming Association of County Officers conference in Laramie at the end of September. The field crew is finishing up the county sweep in Township 49 and starting end of year new construction county wide.

County Commissioners: Kelly: Was busy with some family emergencies last month, working with the municipalities on the solid waste district, did some touring to check the condition of county roads. **Jeanne:** Rode with Morgan to tour a couple of county areas, sat in on a Road & Bridge interview, went to the Land Use Planning & Zoning meeting, went to National Forest Advisory Board meeting, went to the state land exchange hearing, organizing the fire cache. **Steve:** Worked with Morgan on a couple of road complaints, went to WACO, went to the museum district meeting, working with CCNRD on new special district legislation.

Steve moved to approve "Disclosure statements for investment of public funds" for the following people: Carol A. Stutzman, Randy Bury, Rebecca Tinsley, Deborah Worrell, Sherri Davis, Jill A. Mackey, Tamara Baron, Robert P. Smith, Elizabeth S. Kreuter, Maylee Baron-Kanode, Pauline Jolley, Lita J. Newman, Kari VanLuvan, Lee Hauber, Andrew Litzel, David Moline, Leroy Curren, Frank A. Hawken and Betty Lantis. Jeanne seconded, all ayes, motion carried.

Steve moved to approve a Homeland Security Grant, 16-GPD-CRO-LS-HLE16 between Wyoming Office of Homeland Security and Crook County Sheriff's Office for \$22,250.00. Jeanne seconded, all ayes, motion carried.

The following bills were presented to the Board:

Total Fire Wages-\$51,955.33;Total Wages-\$170,257.36;Paradise Foods-Fuel-\$54.87;Max Robert Masters-Mapping Contract & GIS Consulting-\$3,200.00;AFLAC-Insurance-\$1,431.98;Blue Cross Blue Shield of Wyoming-Health Insurance-\$56,932.00;Col. Life & Accident Ins. Co.-Insurance-\$48.07;Crook County Payroll Tax Account-Withholding & Social Security-\$68,463.64;Great-West Trust Company, LLC-Deferred Compensation-\$1,650.00;NCPERS Wyoming-Life Insurance-\$192.00;New York Life Insurance Company-Life Insurance-\$755.70;VSP-Vision Insurance-\$666.78;WY Department of Workforce Services-Worker's Compensation-\$8,695.24;Wyoming Retirement System-Retirement-\$37,516.61;Wyoming Educator's Benefit Trust-Life Insurance-\$189.28;Ada Westover-Reimbursement-\$14.18;Albany County Treasurer-Fire Fighting Services - Douglas & Kara Creek Fires-\$49,040.64;AlSCO-Mops, Towels & Coveralls-\$296.76;AT&T Mobility-Cell Phone-\$612.55;Becky Tinsley-Mileage-\$59.40;Big Horn Tire Inc.-Lug Tracks & Tires-\$826.00;Black Hills Windshield Repair-Windshield Repair-\$50.00;Brian B. Wells-Mileage-\$34.56;Bruce Speidel-WACO Door Prize-\$100.00;Calvin Wolf-September Cell Phone Reimbursement-\$25.00;Casper Star Tribune-Notice-\$103.48;Cenex Fleetcard-Fuel-\$66.03;Centurylink-E911 Services-\$951.17;Christina R. Wood-Mileage & Meals-\$332.71;City of Gillette-Water-\$6.50;City of Sundance-Water & Equipment for Kara Creek & Browning Fires-\$2,377.14;Clerk of District Court-Interest of BW-\$20.00;Coffee Cup Fuel Stop-Fuel-\$287.81;Collins Communications-Labor,

Wireless Internet, Shop Labor, Travel-\$1,005.15;**Combined Laboratories Facility**-Testing-\$28.00;**Converse County**-6 County ID Cards-\$24.00;**Corner Market**-Ice-\$11.53;**Crescent Electric Supply Company**-LED Lamp & Electronic Ballast-\$211.99;**Croell Redi-Mix**-Road Base-\$120.70;**Crook County**-Employer Paid Benefits from Grant-\$4,366.09;**Crook County Council of County Services**-County Funding-\$1,200.00;**Crook County Medical Services Dist.**-Prisoner Meals & Foods-\$5,390.59;**Custom Auto & Truck**-Parts, Service & Repairs-\$2,919.01;**Cytocheck Laboratory**-Testing-\$76.30;**Dakota Business Center**-Monthly Maintenance-\$99.60;**David Osborne**-Mileage & Meals-\$662.63;**Deborah Worrell**-Fuel, Meals & Hotel-\$245.16;**Decker's Market**-Election Supplies, Groceries for R&B & Jackpot Fire-\$235.99;**Department of Fire Prevention & Electrical Safety**-Inspector Fees-\$100.00;**DOT/FHWA**-Sand Creek Road Project-\$101,831.79;**Double Star Computing**-Onsite Computer Service & Computer-\$2,101.01;**Edward Robinson**-September Cell Phone Reimbursement-\$45.00;**Eric Stevens**-September Cell Phone Reimbursement-\$45.00;**Farmers CO-OP Assoc.**-Fuel & Fieldmaster-\$17,482.15;**Zire Zone 25**-Reimbursement for Kreuter Bill-\$1,400.00;**Fischbach Construction & Woodworking**-Contractor Expenses - Kara Creek Fire-\$551.00;**Grimm's Pump & Industrial Supply**-Hose-\$58.04;**Gundy's Repair**-Repair Air Conditioner, Maint. Contract, Refrigerant-\$2,236.92;**HDR Engineering, Inc.**-Professional Services-\$4,139.75;**Heartland Paper Company**-Supplies-\$240.60;**Hitchin' Post Café**-Food - Price Trust Fire-\$182.85;**Hulett Civic Center**-Polling Place Rent - Primary & General-\$100.00;**Hulett Vol. Fire Department**-Fire Fighting Vehicles - Douglas & Kara Creek Fires-\$3,675.00;**Impressions Embroidery**-Shirts & Logos-\$140.64;**Jason Robinson**-September Cell Phone Reimbursement-\$45.00;**Jeanne Whalen**-Mileage-\$85.86;**Jeff Garman**-September Cell Phone Reimbursement-\$45.00;**Jeffrey Hodge**-September Cell Phone Reimbursement-\$45.00;**Jim Brandenburg**-September Cell Phone Reimbursement-\$25.00;**John & Deb Mannerter**-Land Use Agreement & Fire Equipment Use-Douglas Fire-\$3,320.00;**Justin Davidson**-September Cell Phone Reimbursement-\$25.00;**KC Transport, Inc.**-Gravel Hauled-\$33,606.30;**Ketchall LLC**-Containment System & Freight-\$7,710.00;**Knecht Home Center, Inc.**-Mini Tank Water Heater-\$212.99;**Lenzes Printing**-Envelopes-\$24.99;**Linda S. Fritz**-Mileage-\$313.20;**Lisa Finkey**-Court Appointed Attorney Fees-\$1,120.00;**Max Robert Masters**-Mapping Contract & GIS Consulting-\$3,200.00;**McKesson Medical Surgical**-Medical Supplies-\$545.33;**Melanie Wilmer**-September Cell Phone Reimbursement-\$45.00;**Michael R. Frolander**-September Cell Phone Reimbursement-\$45.00;**Michael Rogers**-September Cell Phone Reimbursement-\$45.00;**Morgan Ellsbury**-September Cell Phone Reimbursement-\$45.00;**National Sheriffs' Association**-NSA Membership Dues-\$58.00;**Office Ally**-Forms-\$19.95;**Paetec**-Telephone-\$361.98;**Pitney Bowes Inc.**-Supplies for Postage Machine-\$209.06;**Plainsman Printing, Inc.**-Legal Case binders-\$315.07;**Powder River Energy Corp.**-Electricity-\$4,602.81;**Powder River Office Supply, Inc.**-Nameplate, Office Supplies-\$438.72;**Powerplan BF**-Plate-\$401.06;**Quality Agg & Construction, Inc.**-Road Base-\$1,619.03;**Quality Hardware & Supply**-Parts-\$128.74;**Randy Cornella**-Reimbursement for Fire Supplies-\$32.64;**Randy Gill**-September Cell Phone Reimbursement-\$45.00;**Range Telephone Cooperative, Inc.**-Telephone, E911 Services-\$5,294.07;**RG Trucking**-Contract Hauling-\$21,053.54;**Ringer Law, P.C.**-Court Appointed Attorney Fees-\$770.00;**Robert's Machine & Repair**-Parts & Repair-\$502.18;**Rolling Metal Sinclair**-Fuel-\$406.01;**RT Communications**-Telephone-\$18.25;**Sam Waugh**-September Cell Phone Reimbursement-\$25.00;**Scott Newlin**-September Cell Phone Reimbursement-\$25.00;**Shamion Trucking**-Contract Hauling-\$8,938.14;**Snap-On Tools**-Tools-\$52.25;**Steve J. Stahla**-Mileage-\$313.20;**Sundance Dillon's Hardware Inc.**-Supplies & Parts-\$136.86;**Sundance Times**-Legal Ads-\$3,192.73;**Sweetwater County**-Fire Fighting Services - Douglas & Kara Creek Fires-\$15,280.80;**Ted Moline**-September Cell Phone Reimbursement-\$25.00;**Theresa L. Curren**-Reimbursement for Supplies-\$48.66;**Thomas J Adams**-September Cell Phone Reimbursement-\$45.00;**Thomas L. Bennett, MD**-Autopsy-\$2,000.00;**Timberline Services Inc.**-Road Base-\$114,754.04;**Titan Machinery**-Labor & Travel Time-\$2,978.59;**Todd Leimser**-September Cell Phone Reimbursement-\$45.00;**Tongue River Communications**-County Jail Cable-\$74.00;**Top Office Products, Inc.**-Copy Charge-\$1,670.27;**Tower Valley Ag Supply**-Fuel & Parts-\$913.93;**Town of Hulett**-Water-\$66.80;**Town of Moorcroft**-Water-\$63.00;**Tracy Motor Company**-Parts-\$490.50;**Troy Skeens**-September Cell Phone Reimbursement-\$45.00;**Urbin Law Office, LLC**-Court Appointed Attorney Fees-\$665.81;**UW Cooperative Extension Service**-Salary for Crook County 4-H Educator-\$6,175.50;**Vilas Pharmacy**-Inmate Meds-\$268.50;**Visa**-Meals, Travel Expenses, Desk, Supplies, Postage, Subscription-\$3,339.33;**West River International, Inc.**-Tie rods-\$312.93;**Western Stationers**-Business Cards & Labels-\$39.63;**WY Department of Workforce Services**-Worker's Compensation & Firemen's Workers Comp-\$507.74;**WY Retirement System**-Firemen's Retirement-\$285.00;**WYDOT Motor Vehicle Division**-New Plate-\$5.00;**WYDOT-Financial Services**-Project Expenditures Brdg Arch Creek-\$68.92;**Wyoming GAL Program**-Guardian Ad Litem Fees-\$1,100.75;**Wyoming Machinery Company**-Parts-\$3,258.67; **Total**-\$862,130.61.

Jeanne moved to allow all bills as presented. Steve seconded, all ayes, motion carried. A complete, detailed listing of the monthly expenditures can be found on the county website. They can be found under the County Budget tab and are listed as "Monthly Accounts Payable/Payroll Payments".

The following monthly collections were collected:

County Clerk	\$13,335.75
County Sheriff	\$6,660.00
Clerk of District Court	\$2,216.91
Circuit Court	\$19,777.00
Public Health (August)	\$3,246.89

Morgan Ellsbury, Road and Bridge Superintendent gave a monthly report.

Mary Kuhl, County Treasurer submitted the following monthly report of receipts and disbursements for month end September 2016:

Total Receipts		\$1,396,496.57
Disbursements:	Towns	\$173,114.27
	County Boards	\$254,473.28
	State & Local School	\$1,271,448.79
	DOT/DOR/Rebate	\$131,751.76
	Redemption/S. Park	\$3,035.42
	Total	\$1,833,823.54

Adjourned for lunch at 12:05 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. Becky Tinsley, Public Health Nurse Manager, gave a monthly report. Also present was Joe Baron.

Joe Baron, County Attorney, discussed the Juvenile Services Advisory Board. He also discussed the statutes on state land exchanges.

Melanie Wilmer, Homeland Security County Coordinator, gave a monthly report. Discussion was held on the recent statewide bomb threat. Jeanne moved to approve a Homeland Security Grant 16-GPD-CRO-SC-HSG16 for \$49,530.00 between the Wyoming Office of Homeland Security and Crook County. Steve seconded. Discussion was held. An amendment to the motion shall be that a written policy will be in place prior to the expenditure of the funds, all ayes, motion carried. Also present was Joe Baron.

Present for the hearing to change the polling place location for 9-9 Alva from the Alva Church to the Hulett Civic Center were Randy Leinen, Sarah Pridgeon, Joe Baron and Melanie Wilmer. After discussion of the polling place conditions and after hearing no objection, Linda Fritz, County Clerk, changed the polling place location of 9-9 Alva, per W.S. 22-12-101(b) to the Hulett Civic Center for the General Election 2016. The polling location will be revisited in 2017 or the beginning of 2018 to see if it is possible to move it back to Alva.

Melanie Wilmer, Homeland Security County Coordinator, continued her monthly report. Discussion was held on the Wyoming Intercounty Mutual Aid Agreement. Also present was Joe Baron.

Present for the public hearing for Renewal of a Retail Liquor License were Joe Baron and Melanie Wilmer. Jeanne moved to approve the following renewal:

- Cattle Kate's LLC dba Cattle Kate's LLC/Devils Tower KOA- Renewal of County Retail Liquor License.

Steve seconded, all ayes, motion carried.

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

Jeanne moved to approve and for the Chairman to sign an Application for Electrical Wiring Permit for the Oshoto Fire Hall. Steve seconded, all ayes, motion carried.

The following monthly collection was collected:

Public Health (September)	\$7,002.89
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The meeting adjourned at 4:05 o'clock P.M.

Wednesday, October 5, 2016

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.

Levi Dacar, Senior Engineer, Wyoming Department of Transportation (WYDOT), gave an update on bridge and road projects.

Theresa Curren, County Assessor, presented a tax roll cancellation. Steve moved to approve the following cancellation; R0007935. Jeanne seconded, all ayes, motion carried. Also present were Mary Kuhl and Joe Baron.

Jeanne updated the Board on the information received at the public hearing on State land exchanges. Also present were Joe Baron, Mary Kuhl, Sarah Pridgeon, Zeta Anderson, Grace Anderson and Faith Anderson.

Grace Anderson and Zeta Anderson discussed the 4-H program.

Morgan Ellsbury, Road and Bridge Superintendent and Randy Gill, Facilities Maintenance Supervisor gave monthly reports. Jeanne moved to approve grant FY2016 Congestion Mitigation Air Quality Program Subrecipient Agreement Between the Wyoming Department of Transportation and Crook County. Steve seconded, all ayes, motion carried. Also present was Joe Baron.

Adjourned for lunch at 11:45 o'clock a.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 Raesha Sell, Office Manager, CCONRD, Rick Miller, Field Manager and Jim Hutchinson, Assistant Field Manager, BLM, Terry Lee, Superintendent, Keyhole State Park, Steve Kozel, District Ranger, U.S. Forest Service, Roger Connett, Member, CCLUP&ZC and Joe Baron.

The following people gave an update on items of interest within their departments: Roger Connett, Raesha Sell, Terry Lee, Rick Miller and Steve Kozel.

Bonnie Stahla, Youth Services Librarian, showed the Board an interactive book application.

Present for the hearing for the replat of Rocking K Acres, Lots 10 & 11 were Tim Lyons, Growth and Development Administrator, Roger Connett, Member, CCLUP&ZC and Joe Baron, County Attorney. Jeanne moved to approve an Order Vacating Lots 10 & 11, Rocking “K” Acres Subdivision and an Order Approving Subdivision Re-Plat with the conditions that the documents are not to be recorded until the original, completely signed plat has been received and the funds have been received from the Applicant. Permission is also given to the Clerk to use the Boards’ facsimile stamps. Steve seconded, all ayes, motion carried.

Steve moved to go into session as the Board of Equalization at 3:03 p.m. Jeanne seconded, all ayes, motion carried.

The Board went back into regular session at 4:15 p.m.

Steve moved to approve a letter that will be sent regarding the Centurylink complaints and the upcoming public hearing. Jeanne seconded, all ayes, motion carried.

Board Openings: Northeast Wyoming Economic Development Coalition Director, representing Municipalities– Three Year Term, which expires June 30, 2018, it is open until filled and the application is available on the county website.

The meeting adjourned at 4:20 o’clock p.m. to meet in regular session on November 1 and 2, 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