

**Unapproved Minutes**  
**Board of Commissioners of Converse County**

In accordance with W.S. 18-3-516(s), the required County Notices of Publication are available on the County's website at <http://conversecounty.org>

The regular meeting was called to order at 8:00 a.m. on January 5, 2016. Present were Chair Rick Grant, Vice-Chair Robert Short, Commissioners Mike Colling, Tony Lehner, Jim Willox and County Clerk Lucile Taylor.

The Commission signed a Conditional Use Permit Application to City of Douglas for signage at the Douglas Fire Department.

The minutes of the regular meeting on December 15, 2015 were approved and ordered filed.

Mr. Short moved to approve accounts payable: 3196854.36: 4785 A Diamond Trucking; 202 A Keeler Family Dental; 514.59 AT&T; 100 Alcohol & Drug Testing; 2000 Alley, Linda; 648.11 ALSCO; 470 Apex Software; 1692.50 Arrow; 1091.93 Atlas Office; 1262.72 B&B Leasing; 428.25 Banner Health; 40.10 Bison Pump; 19277.50 Blackburn Cattle; 550.33 Bloedorn-Douglas; 156538.51 BCBS of WY; 573.83 Bob Barker Co; 425 Body Shop; 1025 Botany Bay; 2333.33 Boys & Girls Club Douglas; 4666.66 Boys & Girls Clubs of Central Wy; 3348 Brake Supply Co; 43 Bryan C Cropper DMD PC; 200 C-Can Rentals; 16666.66 CANDO; 260 Casper College; 108.17 Casper Star Tribune; 2709.27 CDW Government; 15195.49 CenturyLink; 320 Cheyenne Regional Medical; 1612.20 City of Douglas; 487790.44 Clark & Sullivan Const; 454.76 CMI-TECO; 50 CNA Surety; 98 Communication Tech; 16666.67 CC Aging Services; 1500 CC Coalition; 6300 CC Firewise; 49 CC Health Dept; 222731.50 CC Library; 1400 Covenant Ins; 145.20 Cowboy Car Wash; 211.31 Croell Redi-Mix; 213.15 Decker Auto Glass; 195.69 Dell; 155.96 Don's Business Machines; 1666 Douglas Chamber; 1698 Douglas Budget; 71.24 Douglas Business Center; 6250 Douglas Community Club; 250 Douglas Day Spa; 98.30 Douglas Grocery; 435.10 Douglas Hardware Hank; 2434.54 DTC; 2916.67 Douglas Youth Hockey; 997.50 Downs, Robert; 453.13 Draeger Safety; 647.01 Drive Train Ind; 241.50 Estrada, Jeanette; 319 Eye Institute of WY; 29.21 Farley, Beverly; 371.41 Farmer Bros; 2443.23 Fastenal Co; 505.90 Fat Boys Tire; 613750 FSA; 56 Fitzgibbons, Stacey; 10 Flexshare; 100.63 Fowler, Leslie; 2700 Gantre Homes; 1419.54 Gibson's Custom Towing; 99 Glenrock Chamber; 44.03 Glenrock Hardware Hank; 20 Glenrock Independent; 1000 Glenrock Paleontological Museum; 2583.33 Gorman Funeral; 925.60 Grainger; 86.25 Grant, Richard; 6018.75 Greenwood Mapping; 60955.41 Greiner-Douglas; 221505.96 GSG Architecture; 265.89 H&H Electric; 845 Hansuld, Tia; 755.83 Harbor Freight; 6866.55 Hein-Bond; 3966.50 Henson Fencing; 57.50 Hinton, Chris; 34.50 Holler Jane; 35103.37 Homax; 487.02 Howe Scott; 810 HUB-BHJ Ins; 57.52 Hubbard, Kyra; 144.26 Hughes; 17607.88 Humphries Poli Architects; 27.60 Hunter Ann; 5140 Hutchinson, Hal; 247.18 IC Group; 130 IDW; 31304.73 IME; 281.91 Inland Truck; 50 Insurance Corner; 1095.60 Interstate Batteries; 782.95 Jerry's Welding; 225.48 Knife River; 343 Knighten, Lori; 2335.34 LPHS; 305 Laramie Range Water Treatment; 52.51 Lariat Int'l; 290.18 Lexisnexis Matthew Bender; 1000 LGLP; 8460 Lovitt, Daniel; 28.76 Martin, Tiffany; 1620 Master's Touch; 328.52 McKesson Medical-Surgical; 1849.28 Medicine Bow Tech; 493373.80 MHCC; 800 Microsoft; 98.75 Midwest Cancer Screening; 82.22 Miller, Crimson; 2460 Moose Lodge #602; 294548.76 Motorola; 298.15 MSL; 1439.77 NAPA; 136.95

NAPA-Glenrock; 600 NBS; 441.82 Norco; 47532 Nordic Sound ; 59.67 O'Reilly; 2268.37 Office Depot; 34.50 Ohnstad, Melissa; 8.88 Ohnstad, Sam; 2808.30 OK Wrecking; 25807 Olsen DeWayne; 109.26 Park Supply of America; 112 Peak Fitness; 456 Pierce's Body; 641.70 Pitney Bowes; 1864.76 Plainsman Printing; 11414.76 Platte Co SO; 960 Police Legal Sciences; 3350.38 Power Equipment; 18425 Price Pumping; 835.07 ProForce Law Enf; 1095.92 Quality Office; 313.41 R&R Rest Stops; 151.20 Reiter Machine; 86.13 Reliance Power Parts; 20.97 Richardson, Holly; 170 Roc Doc; 7891.55 RMP; 8.25 Rocky Mountain Wash; 1119.75 Ron's Supply; 455.10 Rose Bros; 478.58 Safeway; 1006.17 Sam's; 48952.10 Sampson Const; 60 Secretary of State; 2511.63 Shatto's; 100.37 Sheriff's Office Petty Cash; 41.43 Shopko; 86.25 Shuler Kristy; 405 Smylie Animal Clinic; 3470.80 SFL; 4904.80 Source Gas; 6 State of No Dak; 925 Stearns, Jane MS LPC; 169.59 Stericycle; 57.57 Superior Lube; 570 Tailored Solutions; 5640 Thompson Safety Solutions; 456.29 Total Services; 1360.80 Town of Glenrock; 19.25 TransUnion Risk; 4837.84 Tyler Tech; 451.80 USPO; 74.06 V-1; 5835.79 Verizon; 15928.24 Visa; 3014.54 Visionary; 3862.50 Weidenhamer, Leslie; 1965.69 West Group; 625 Western EcoSystems; 202.50 Williams, Nancy; 442.77 Willox Jim; 36207.89 Wireless Advanced; 5480 WBI; 500 WC&FD; 125 WY Clerk of District Court Assn; 89 WCCA; 1015 WY DEQ; 187.25 WYDOT; 124 WLEA; 4988.69 WY Machinery; 3872.80 WY Medical Center; 309 WY Otolaryngology; 591 WY Public Health Lab; 1367.84 WY Rigging; 6720 WSF; 2182.79 Xerox; 6666.66 YDS; 62425 Z Lazy Y Trucking; 208 Zeitner, Deon K Dr; monthly reports: Oct Health 6826; Circuit Ct 16651; Clerk of DC 3013.60; Sheriff 1680.96; Nov Clerk 28018.08, Sheriff 1658.36; Clerk of DC 2336.01; Assessor 57.86; Circuit Ct 17824; Dec Clerk 36564.71; other monthly reports; P&Z, FSA, Ayres Natl Bridge, Airport, Jail, CCTPB; tax cancelations: Samson 2015-823 \$1015.49; 2015-824 \$7248.64; 2015-824 \$38507.94; 2015-919 Helis \$421.40; 2015-927 Marathon \$799.60; MBI Oil 2015-928 \$1217.60, 2015-937 \$1047.30; Mr. Willox seconded, motion carried.

Mr. Colling moved to name *The Douglas Budget* as the Official County Newspaper for Calendar Year 2016, Mr. Lehner seconded, motion carried.

Mr. Short moved to appoint Converse County Bank as the County's official depository for 2016, Mr. Lehner seconded, motion carried.

Mr. Willox moved to approve Construction Change Order No. 4, Clark & Sullivan, Douglas Library Project \$28,585.22, Mr. Short seconded, motion carried.

Mr. Colling moved to approve Construction Change Order No. 7 (FINAL), Sampson Construction, Glenrock Branch Library Project, \$11,502.28 with a 15-day contract time extension to December 3, 2015, Mr. Lehner seconded, motion carried.

Mr. Lehner nominated Mr. Short, Mr. Willox and Mr. Colling as voting members of the Converse County Municipal and Joint Powers Board. Mr. Colling seconded, motion carried.

Mr. Colling moved to reappoint Mr. Lehner to a 5-year term ending November 2020 on the CC Board of Health, Mr. Short seconded, motion carried.

Mr. Lehner moved to reappoint Mr. Robert Duncan to a 5-year term ending January 2021 on the CC Airport Board, Mr. Colling seconded, motion carried.

Mr. Willox moved to reappoint Mr. Mark Grant to a 3-year term ending November 2018 on the CC Natural Resource Planning Committee, Mr. Colling seconded, motion carried.

Mr. Short moved to reappoint Mr. Jim Willox to the Eastern Wyoming College Board of Advisors, term ending December 2016, Mr. Colling seconded, motion carried.

Mr. Lehner moved to appoint Mr. John Wolfe to a 3-year term, ending December 2018, on the Predator Management Board, Mr. Short seconded, motion carried.

The Commissioners approved a salary adjustment per WSS 18-3-602(d) for a Sheriff's Office employee effective January 1, 2016.

Mr. Short moved to approve, **RESOLUTION NO. 01-16**

**OF**

**CONVERSE COUNTY, WYOMING**

**A RESOLUTION DESIGNATING MEETING DATES FOR THE  
CONVERSE COUNTY COMMISSIONERS FOR 2016**

**WHEREAS**, it is the intent of the Converse County Commissioners to meet twice each month during Calendar Year 2016, and;

**WHEREAS**, the meetings shall be conducted during the day at the Commissioners' Chambers in the Converse County Courthouse, Douglas, Wyoming, and;

**WHEREAS**, W.S. § 18-3-502 authorizes the county commissioners to designate such meeting times by resolution of the board;

**NOW THEREFORE**, be it resolved that the Commissioners of Converse County, Wyoming, hereby designate the following Calendar Year 2016 meeting dates:

<u>Month</u>	<u>1<sup>st</sup> Meeting</u>	<u>2<sup>nd</sup> Meeting</u>
January	5 and 6	19
February	2 and 3	16
March	1 and 2	15
April	5 and 6	19
May	3 and 4	17
June	7 and 8	21
July	5 and 6	19
Aug	2 and 3	16
September	6 and 7	20
October	4 and 5	18
November	1 and 2	15
December	6 and 7	20

**APPROVED, PASSED AND ADOPTED THIS 5<sup>th</sup> day of January, 2016.**

FOR THE BOARD OF COMMISSIONERS  
CONVERSE COUNTY, WYOMING

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Chairman

ATTEST:

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Lucile K. Taylor, Converse County Clerk

Mr. Lehner seconded, motion carried.

Mr. Bill Miller, LGLP, discussed reasons for retaining an HR employee for the County and the potential long-term benefits. In particular, changes in the Federal requirements can be overwhelming.

The regular meeting recessed at 12:00 p.m. and reconvened at 1:00 p.m.

Mr. Cal Twiford reported on various county road projects.

Mr. Short moved to approve the Land Use Agreements between Richard Cross and Carol Jeanne Moore for a 30' by 240' strip of land for installation of a new bridge on Spring Canyon Road (CR 11), Mr. Lehner seconded, motion carried.

The regular meeting recessed at 4:00 p.m. into a Board of Health meeting.

The regular meeting reconvened at 8:45 a.m. on January 6, 2016.

Mr. Colling moved to enter into an agreement with *The Douglas Budget* for legal advertisements at \$13 a column inch for Calendar Year 2016, Mr. Short seconded, motion carried.

Mr. Mel Glover, Superintendent of Wyoming Pioneer Museum, would like to form a steering committee, meeting once a month, to provide direction to the museum. Mr. Glover would like someone to represent the County.

Mr. Colling moved to approve

**RESOLUTION NO. 02-16**

**A RESOLUTION AUTHORIZING THE CITY OF DOUGLAS TO SUBMIT A GRANT APPLICATION WITH USDA RURAL UTILITIES SERVICE (RUS) TO ASSIST WITH THE COST OF INFRASTRUCTURE AT THE CONVERSE COUNTY JOINT JUSTICE CENTER**

**WHEREAS**, the City of Douglas and the Converse County Commissioners are coordinating with the design and construction of a new joint communications and joint justice center; and

**WHEREAS**, the City and County desire to reduce infrastructure costs, thereby reducing the overall cost of the facility; and

**WHEREAS**, the United States Department of Agriculture (USDA) offers grant funding for infrastructure needs through the Rural Utilities Service (RUS); and

**WHEREAS**, the City and County feel it is appropriate to pursue such grant funds to assist with the overall costs of shared infrastructure costs at a joint justice center facility.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COMMISSIONERS OF CONVERSE COUNTY, WYOMING**, that the City of Douglas is hereby authorized to apply for grant funding to be used for infrastructure costs at the Converse County Joint Justice Center.

**BE IT FURTHER RESOLVED** that the City Administrator is authorized to sign the documents necessary for pursuing this grant funding and act on behalf of the governing body, and further will submit a complete grant package to the governing body for consideration.

**PASSED, APPROVED AND ADOPTED THIS** 6<sup>th</sup> day of January, 2016.

FOR THE BOARD OF COMMISSIONERS  
CONVERSE COUNTY, WYOMING

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Chairman

ATTEST:

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Lucile K. Taylor, Converse County Clerk

Mr. Lehner seconded, motion carried.

The meeting adjourned at 12:00 p.m. on January 6, 2016.

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Richard C. Grant, Jr., Chair

Attest: \_\_\_\_\_  
Lucile K. Taylor, Converse County Clerk