

CONVERSE COUNTY COMMISSION MEETING

April 20, 2021, 8:00 a.m. to 5:00 p.m.

107 N. 5TH STREET, SUITE 114, DOUGLAS, WY 82633

Commission Chambers are OPEN to the public; attendees must follow mask orders in place.

1. 8:00 A.M. CONVENE, PLEDGE OF ALLEGIANCE
CONVERSE COUNTY COMMISSIONERS:
James H. Willox, Chairman
Richard C. Grant, Vice Chairman
Robert G. Short, Board Member
Mike Colling, Board Member
Tony V. Lehner, Board Member
2. 8:15 A.M. DEPARTMENT UPDATES - ROAD & BRIDGE
Jason Wilkinson, Road & Bridge Superintendent
3. 10:00 A.M. 2021 COMMISSION SCHOLARSHIP AWARDS
4. 11:45 A.M. DETENTION FOOD PLAN
Clint Becker, Sheriff
5. 12:00 P.M. RECESS FOR LUNCH
6. 1:10 P.M. DEPARTMENT UPDATES - PUBLIC HEALTH
Darcey Cowardin, Public Health Nurse
7. 1:30 P.M. DOUGLAS BUDGET PROGRESS EDITION
8. GENERAL COUNTY BUSINESS
Meeting Minutes, Monthly Warrants, Monthly Reports, Tax Refunds & Cancellations, Void Warrants
 1. Minutes, County Commission April 6 & 7 2021 Regular Meeting

Documents:

[04.06.2021 OFFICIAL.PDF](#)
9. ACTION ITEMS
Resolutions, Agreements, Amendments, Permits, County Project Documents, Misc.
 1. Contract - County & WY Dept. of Health, County Health Officer
 2. Contract Amendment - County & WY Dept. of Health, Maternal/Child Health Funds
 3. Bore Permits, Anadarko/Manning Road
 4. Secure Rural Schools Revenue Distributions
 5. Contract Amendment, GSG Architecture - CCJJC Phase 2
10. OTHER UPCOMING EVENTS
Apr 20, 3p - Planning & Zoning Comm. Meeting (3rd Tues of each month)
Apr 22, 9a - CCJJC Joint Powers Board Meeting (3rd Thurs of each month)
May 4 & 5, 8a-5p - Commission Meeting (1st Tues/Wed of each month)
May 5, 7a-8a - City/County Breakfast Meeting
May 12 & 13, 8a-5p - CCAW Spring Meeting
May 18, 8a-5p - Commission Meeting (3rd Tues of each month)

Both this agenda and the order of items are subject to change without notice.

Unapproved Minutes
Board of Commissioners of Converse County
April 6 and 7, 2021

The regular meeting was called to order at 8:00 a.m. on April 6, 2021. Present were Chairman Jim Willox; Vice-Chair Rick Grant; Commissioners Robert Short, Tony Lehner, and Mike Colling; and County Clerk, Karen Rimmer.

Representatives of the Converse County Library provided updates to the Commissioners including reserve account fund balances; required updates for the HVAC systems in both libraries; and plans and costs to remodel the Glenrock meeting room and plaza.

Ms. Lisa Patterson, Converse County Prevention Alliance Executive Director, provided program updates to the Commissioners including upcoming and ongoing projects.

Departmental updates were provided by Mr. Don Gushurst, Maintenance Department, and Mr. Justin Lane, IT Director, including ongoing and upcoming projects.

Mr. Nate Hughes, Undersheriff, requested permission to donate twelve AEDs (automated external defibrillator) to the Douglas Fire Department. Following discussion, Mr. Short moved to allow the Sheriff's Department to dispose of twelve AEDs to organizations outside the County once County department requests are fulfilled; Mr. Lehner seconded; motion carried.

Mr. Rob Robertson, District Ranger, Douglas Ranger District, provided various updates including reclamation projects; past and upcoming fire seasons; and various federal projects and plans.

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

Departmental updates were provided by Ms. Holly Richardson, Special Projects; Mr. Russ Dalgarn, Emergency Management Services; and Mr. Artie Schubert, County Surveyor; including upcoming and ongoing projects.

Ms. Jackie King and Mr. Noah Jones, Field Representatives for Senator Cynthia M. Lummis, provided an overview of various collaborations on behalf of Senator Lummis and provided points of contacts for local officials.

Departmental updates were provided by Mr. Jason Wilkinson, Road and Bridge Superintendent on several ongoing and upcoming construction and road projects, along with input from Mr. Cal Twifford, consultant for the County. The Brownfield Road project will begin approximately April 19, 2021. Following discussion, the Commissioners authorized Road & Bridge to fill three budgeted full-time positions.

The meeting recessed at 5:00 p.m. on April 6, 2021 and reconvened at 8:41 a.m. on April 7, 2021.

The minutes of the March 16, 2021 regular meeting were approved and ordered filed.

Mr. Colling moved to approve warrants in the amount of \$2,845,959.15: 4806.49 3-D Specialties; 5445 A Diamond Trucking; 229.56 AT&T Mobility; 241.43 Advanced Animal Clinic; 40 Alcohol & Drug Testing Services; 1000 Alley, Linda S; 2910.78 ALSCO; 630

American Equipment; 1721.81 Atlas Office Products; 932.93 Atlas Premier Service; 49.99 Atlas Reproduction; 150 Ayers Earl R; 1175.32 B & B Leasing Co; 120 Barnes Law; 1385.50 Big Horn Tire; 1184.25 Bison Pump & Supply; 12054.17 Black Hills Energy; 15785 Blackburn Cattle Co; 16.80 Bliss, Mary; 1010.86 Bloedorn Lumber-Douglas; 1327312.74 Blue Cross Blue Shield of WY; 120.32 Bob Barker Co; 175 The Body Shop; 4166.67 Boys & Girls Club of Douglas; 659.70 Brothers Propane; 17328.28 Buffalo Brand Seed; 143.99 Cash-Wa Distributing Co of Kearney; 10417.10 CenturyLink; 269545 CIGNA Health and Life Insurance Co; 3141.17 City of Douglas; 150 City Shoe & Saddle Shop; 145 Civil Air Patrol Magazine; 474.54 Clean and Simple 307; 145.16 Clover Propane Service; 256.29 CMI-TECO; 1499.75 CNM Plumbing & Heating; 114.75 Coca Cola Bottling Co High Country; 84 Colling, Mike; 1390 Cornerstone Detention Products; 673.34 CortechUSA; 67.20 Cowardin, Darcey; 145.50 Cowboy Chemical; 945.03 Dearborn Life Insurance Co; 8600 Desert Basin Companies; 1800 Dilts, Jerry J, Trustee; 900 Douglas Broadcasting; 3147 Douglas Budget; 61.11 Douglas Business Center; 7500 Douglas Comm. Club; 240 Douglas Day Spa; 2566.54 Douglas Hardware Hank; 40 Douglas Tire Center; 637.50 Drone King UAS; 3250 DRU Consulting; 240 Edwards, Joanna; 14262.80 The Enterprise; 195 The Eye Institute of Wyoming; 1783.84 Fastenal Co; 321162.50 Fire Suppression Authority; 1100 First Call Communications; 1858.96 Floyd's Truck Center WY; 1740.99 Freestone Midstream; 8580 G Bar S Oilfield Services; 1305 Garage Door Dudes; 250 Gary's Locksmithing; 73726 Geotec Industrial Supply; 7500 Glenrock Chamber of Commerce; 19.99 Glenrock Hardware Hank; 833.33 Glenrock Paleontological Museum; 688.15 Grainger; 56 Grant, Richard C; 485 Greiner Ford of Casper; 40595.25 GSG Architecture; 160 H & H Electric; 10670 H & J Trucking; 260 Hansuld, Tia; 29443.93 HDR Engineering; 210 Hilltop National Bank; 40.88 Hiser, Andrea R; 35657.20 Homax Oil Sales; 1940 HUB Intl Mtn States Ltd; 70.73 Hughes Network Systems; 7000 Human Resource Council of Converse CO; 404.23 Huxtable, Dixie; 150 Inner Strength Therapeutic Massage; 30.50 Institutional Eye Care; 256.65 Intoximeters; 2545 Intrado; 1753.56 Jerry s Welding-Steel Fab; 5995 JM Trucking; 1120.70 Johnson Controls; 150 Jones, Richard L; 360 Joyful Living Massage & Wellness; 1760.40 Klava, April Dawn; 42374.89 Knife River; 150 Knight, Willis; 150 Kones, John; 38.50 Kornegay, Debra; 936.94 Laramie Range Water Treatment & Plumbing; 644 Larsen Ranch Shop; 4536 Leisure Interactive; 904 Lexisnexis Matthew Bender; 68387 Local Government Liability Pool; 780 Marlin Business Bank; 291.89 The Master's Touch; 107.19 McConnell, Mathew; 11 McCullough Pamela; 410.17 McKesson Medical-Surgical; 2035 McKillip Trucking; 2534.25 Medicine Bow Technologies; 195741.84 Memorial Hospital of Converse County; 39.99 Menards; 501.60 MHL Systems; 2901.74 Moetivations; 1043.12 Moore's Heavy Equipment Services; 386.63 Motion and Flow Control Products; 84.27 Motor Power Casper; 60 Mountain Retreat Massage; 2414.86 NAPA; 1.24 NAPA Glenrock; 3790 Natrona County Attorney; 995.09 Norco; 4645.43 Northwest Community Action Programs; 70.18 O'Reilly Automotive; 35 Office Ally; 252.01 Office Depot; 1983.53 OK Wrecking; 7920 Olsen, Christie; 747 Peak Fitness; 97 Pech, Nycole; 1667.32 Peterbilt of WY; 810 Pierce's Body & Paint;

406.26 Pitney Bowes Global Financial Svcs; 3707.13 Plainsman Printing & Supply; 990 Porter Cattle Company Trucking; 10890 Price Pumping Service; 5830 Price Trucking; 6290 Pro River Technology; 2294 ProForce Law Enforcement; 250 Pure Raine Salon; 94.34 Purvis Industries; 701.79 Quadient Leasing USA; 499.98 Quality Business Source; 813.20 Quill Corp; 632 R&R Rest Stops of Casper; 551.07 R&S Northeast; 1368.33 Range; 1420 Rankin, Linda K; 251.67 Renegade Off-Road & Driveline Repair; 49.29 Richardson, Holly S; 1045 Riordan Trucking; 7.78 Road Runner Service; 15423.19 Rocky Mountain Power; 144.25 Rocky Mountain Wash; 229.85 Rons Supply; 76.49 Safeway Pharmacy; 708.83 Sams Club; 30 Secretary of State; 2404.58 Shatto s Frontier Drug; 123.20 Shepherd, Johnna; 311.36 Smith, Heidi J; 5283.33 Solutions For Life; 13.13 State of Wyoming; 113.54 Stericycle; 54.96 Stotz Equipment; 11530.38 Summit Food Service; 1995 Susteen; 11000 Sybille Creek Services; 4400 Thos Y Pickett & Co; 1249.15 Top Office Products; 3200 TOV Consulting & Communications; 1047.30 Town of Glenrock; 904.93 Trane U S; 2801.02 Tyler Technologies; 134.40 Ullery, Jennifer; 5608.50 Univ Of WY; 3397.41 Verizon Wireless; 16261.21 Visa; 3147.55 Vision Service Plan; 1982.11 Visionary Communications; 989.94 Vortex Optics; 179.19 Vyve Broadband; 470 W P O A; 5160 Weidenhamer, Leslie; 132.75 Wild Buffalo Technologies; 972.12 Willox Jim; 10291.43 WY Behavioral Institute; 416.67 WY Child & Family Development; 698.57 WY Dept of Transportation; 6224 WY Dept of Workforce Services; 15024.13 WY Machinery; 837.05 WY Public Health Lab; 381.44 WY Rigging & Industrial Supply; 2000 WY State Fair; 560 WY Extinguisher and Safety; 9465.51 WY GAL Program; 1274 WY Safety Supply; 300 WY Work Warehouse; 792 Xerox Financial Services; 3750 Youth Dev. Services; 8800 Z Lazy Y Trucking; monthly reports for March: Assessor: 45000; Clerk: 40910.51; Clerk of District Court: 5782.10; Sheriff: 1157.00; NOVCs: 2021-0016 12763.75 cancellation over 5 years (tax district 200) and 4681.30 refund (tax district 100); 2021-0024 1631.64 payment; void warrants #59793, 650.00 Rankin, Karen Jean; #59829 1179.00 Voice Products Service LLC; Mr. Lehner seconded, the commission abstained from voting on warrants issued to themselves; motion carried.

Mr. Short moved to approve grazing lease agreements for portions of County Park at \$1.35 per AUM for a term from April 1, 2021 to March 31, 2023 between the County and CLC Living Trust (\$276.10); Green Valley Inc. (\$42.23); Levi J. Single (\$111.81); and True Ranches LLC (\$75.25); Mr. Colling seconded; motion carried.

Mr. Short moved to approve the annual cooperative agreement between Converse County [Sheriff's Dept.] and the Dept. of the Navy for night vision scopes in the amount of \$600.00 for a term of May 12, 2021 to May 12, 2022; Mr. Lehner seconded; motion carried.

Mr. Lehner moved to approve the agreement between Converse County Commissioners and the Converse County Library for participation in the Employee's Group Health Insurance Plan for a term from April 1, 2021 to March 31, 2022; Mr. Short seconded; motion carried.

Following discussion of the program, Mr. Grant moved to approve the agreement between the County and the Wyoming Dept. of Family Services for Emergency Rental

Assistance Program (ERAP) Application Assistance Grants in the amount of \$44,707.00 to be sub-awarded to the Human Resource Council/Community Service Block Grant to be administered in Converse County; Mr. Lehner seconded; motion carried.

Mr. Grant moved to approve the 2021 Wildland Fire Management Annual Operating Plan; Mr. Short seconded; motion carried.

Mr. Short moved to approve the lease agreement between Jerry J Dilts/Jerry J Dilts Living Trust and Converse County for the UW Extension office space located at 1839 Madora Ave for \$1,800 per month at a three-year term from May 1, 2021 to April 30, 2024; Mr. Grant seconded; motion carried.

Mr. Lehner moved to approve five-year Roadway Use Agreements between the County as follows: RKI Energy, CR40A/Steinle Road; K&M Mining LLC, CR49/Reese Road; and K&M Mining LLC, CR50/Pickinpaugh Road; Mr. Short seconded; motion carried.

A general County business meeting of elected officials began at 9:00 a.m.; discussion included health insurance and the 2021 legislative session and impacts to the County.

Ms. Janet Maines reported on the Monkey Road Improvement District levy; the Commissioners provided clarification on regular meeting requirements and notifications; meetings will be noticed in the future. Mr. Short moved to approve an annual levy for the Monkey Road Improvement District of \$12.00 per month/\$144.00 per year per lot as requested by the District; Mr. Lehner seconded; motion carried.

Mr. Willox convened a public hearing at 10:33 a.m. to approve 2021-2022 liquor license renewals. Ms. Rimmer provided an overview of the applications which have been approved by the Wyoming Liquor Division. There were no questions from the Commissioners; no written or public comments in favor or opposition of any of the applications; and no compliance issues per the Converse County Sheriff's Department. The public hearing closed at 10:35 a.m. Mr. Grant moved to approve the renewal applications as presented for the following County liquor licenses for a term from May 12, 2021 to May 11, 2022: Fast Stop 1133 DBA Fast Stop 1133, County Malt Beverage Permit; Ft Diablo Steakhouse & Saloon LLC DBA Ft Diablo Steakhouse & Saloon, Retail Liquor License; Short Supply LLC DBA Short Supply, Retail Liquor License; and Whitaker Oil Inc. DBA Broken Wheel Restaurant, Restaurant Liquor License; Mr. Colling seconded. Mr. Short clarified for the record that he no longer has any ownership or association with Short Supply LLC; no further comments and motion carried.

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

Ms. Dru Palmer, Dru Consulting, provided updates on various energy, environmental, and federal projects, including the Converse County Oil and Gas EIS; Thunder Basin National Grasslands; progress of the Converse County Natural Resource Plan; WCCA issues; and other updates and action items.

The regular meeting was adjourned at 3:00 p.m.

James H. Willox, Chairman

ATTEST:

Karen Rimmer, County Clerk
Publish: April 14/15, 2021