

CONVERSE COUNTY COMMISSION MEETING

January 5, 2021
107 N. 5TH STREET, SUITE 114, DOUGLAS, WY 82633

Microsoft Teams meeting

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1. 8:00 A.M. CONVENE, PLEDGE OF ALLEGIANCE
CONVERSE COUNTY COMMISSIONERS:
Robert G. Short, Chairman
James H. Willox, Vice Chairman
Richard C. Grant, Board Member
Mike Colling, Board Member
Tony V. Lehner, Board Member
2. GENERAL COUNTY BUSINESS
Meeting Minutes, Monthly Warrants, Monthly Reports, Tax Refunds & Cancellations, Void Warrants
 - 2.I. MINUTES, CONVERSE COUNTY COMMISSIONERS, DEC. 15, 2020 REGULAR MEETING

Documents:

[12.15.2020 OFFICIAL.PDF](#)
 - 2.II. MINUTES, CONVERSE COUNTY COMMISSIONERS, DEC. 28, 2020 SPECIAL MEETING

Documents:

[12.28.2020 SPECIAL MEETING OFFICIAL.PDF](#)
3. 10:10 A.M. DEPARTMENT UPDATES - MAINTENANCE
Don Gushurst, Maintenance Supervisor
4. 10:30 A.M. DEPARTMENT UPDATES - IT
Justin Lane, IT Director

5. 11:00 A.M. SEARCH & RESCUE RETIREMENT
Requested by Clint Becker, Sheriff
6. 1:20 P.M. DEPARTMENT UPDATES - SPECIAL PROJECTS
Holly Richardson, Special Projects/Commission Assistant
7. 1:40 P.M. DEPARTMENT UPDATES - EMERGENCY MANAGEMENT SERVICES
Russ Dalgarn, Emergency Management Director
8. 2:00 P.M. DEPARTMENT UPDATES - COUNTY SURVEYOR
Artie Schubert, County Surveyor
9. 3:00 P.M. DEPARTMENT UPDATES - ROAD & BRIDGE
Jason Wilkinson, Road & Bridge Supervisor
10. OTHER UPCOMING EVENTS
 - Jan 5 & 6, 8a-5p, Commission Meeting (1st Tues/Wed of each month)
 - Jan 6, 7-8:30a, Municipal/County JPB Meeting, Douglas
 - Jan 18, All Day, HOLIDAY - CLOSED - Equality Day
 - Jan 19, 8a-5p, Commission Meeting (3rd Tues of each month)
 - Jan 19, 3p, Planning & Zoning Commission (3rd Tues of each month)
 - Jan 21, 9a, CCJJC Joint Powers Board Meeting (3rd Thursday of each month)

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

Unapproved Minutes
Board of Commissioners of Converse County
December 15, 2020

The regular meeting was called to order at 8:10 a.m. on December 15, 2020. Present were Chairman Robert Short; Vice-Chair Jim Willox; Commissioners Mike Colling, Tony Lehner, and Rick Grant (via online Teams meeting); and County Clerk, Karen Rimmer.

Mr. Jason Wilkinson and Mr. Shawn Kornegay provided updates on various road and construction projects, including crane inspection reports; county road improvements and plowing; progress updates for the High-Risk Rural Roads grant; the status of various ongoing agreements; and discussion of an open house at the new Road & Bridge facility, which is scheduled to be completed on January 11, 2021. Following discussion, Mr. Willox moved to approve Change Order No. 5 from Caspar Building Systems Inc. for the new Road & Bridge facility for a credit of \$7,269.00 for compaction re-testing, reducing the total project cost to \$5,490,545; Mr. Lehner seconded; motion carried. Change Order Requests No. 6 and 7 for the Road & Bridge facility were acknowledged by the Commissioners. Mr. Willox moved to approve Change Order No. 4 from Knife River for the 2020 Irvine Road Paving Project, increasing the overall price by \$669,534 and extending the completion date by twenty-two days to July 13, 2021, for a total project cost of \$2,169,762.52; Mr. Colling seconded; motion carried. Mr. Colling moved to approve and accept Certificate of Final Completion from Ramshorn Construction Inc. for the Virden Hill Erosion Control & Reclamation Project; Mr. Lehner seconded; motion carried. Mr. Lehner moved to approve and accept the Certificate of Substantial Completion from Knife River for the East Antelope Road Reconstruction; Mr. Colling seconded; motion carried.

Ms. Dixie Huxtable, Health Insurance Management Team Chairperson, provided an overview of the draft Participating Board Agreement for consideration by the Commissioners. Following discussion and review, it was determined that the Commissioners will finalize changes, meet with each of the participating boards, and then approve signed agreements with the boards early next year.

Ms. Dru Palmer, Dru Consulting, provided multiple updates on the Converse County Oil and Gas EIS; BLM Sage-grouse EIS litigation; CEQ update to regulations implementing NEPA; threatened species status for Whitebark Pine Beetle with Section 4(d) Rule; Ungulate Migration Corridor Policy; Thunder Basin National Grassland; Raptor Symposium; WCCA issues; the Bozeman Trail proposal; Natural Resource Plan updates; and various action items.

The meeting recessed at 12:00 p.m. and reconvened at 1:10 p.m.

Ms. Darcey Cowardin, Converse County Public Health Nurse Manager, provided various department updates including COVID vaccination availability and tiered distribution.

Mr. and Mrs. Jeff and Brenda Hall discussed the plowing of a small section of Esterbrook Road near their home; following discussion, the Commissioners provided a Road Use Agreement for Mr. and Mrs. Hall to complete, which would allow them to plow this section of road at their convenience. The agreement will be considered once completed.

Mr. Russ Dalgarn, Emergency Management Service Director, provided departmental updates, including the status of the Cedar Street drainage project and various agreements. Following discussion, Mr. Grant moved to approve a Service Agreement between Converse County and Motorola for a term from December 14, 2020 to December 14, 2024, to provide service on the Glenrock WyoLink tower, for a total cost of \$125,281.59, which will be paid by the County in annual installments; Mr. Colling seconded; motion carried.

The minutes of the regular meeting on December 1 and 2, 2020 were approved and ordered filed.

Mr. Colling moved to accept a donation of \$1,500 from Devon Energy for Converse County Emergency Management to be deposited into the County's General Fund and used to pay for a laptop computer; Mr. Lehner seconded; motion carried.

Mr. Grant moved to ratify the Reimbursement Agreements CRF-333 \$4,200,000; CRF-334 \$519,994; CRF-335 \$300,000; CRF-336 \$60,000; CRF-337 \$200,000; CRF-338 \$2,150, between State Loan & Investment Board (SLIB), and Converse County, for reimbursement of CRG funds to the County; Mr. Colling seconded; motion carried.

Mr. Lehner moved to approve the Grant Award Agreement between the Wyoming Office of Homeland Security and Converse County for Emergency Management Services through September 30, 2021 in the amount of \$30,000; Mr. Grant seconded; motion carried.

Mr. Colling moved to ratify the Service Line Agreement between Converse County and Black Hills Energy in the estimated amount of \$3400; Mr. Willox seconded; following discussion of potential motion carried.

Mr. Willox moved to void warrant #59021 in the amount of \$250; Mr. Lehner seconded; motion carried.

Mr. Lehner moved to approve the Annual Compensation Agreement between the University of Wyoming and the Commissioners of Converse County for the UW Extension Educator, Kellynne Doyle, in the amount of \$15,381; Mr. Grant seconded; motion carried.

Mr. Willox moved to ratify the lease agreement between the County and the Converse Hope Center for an emergency shelter; Mr. Lehner seconded; motion carried.

Mr. Lehner moved to authorize a \$500 COVID-response allocation to each non-elected fulltime County employee for their efforts providing service to Converse County during the pandemic; Mr. Colling seconded; discussion followed regarding funds for this allocation, which are available due to CARES Act grants applied for and received by the County; motion carried.

The regular meeting adjourned at 4:10 p.m.

Robert G. Short, Chairman

ATTEST:

Karen Rimmer, County Clerk
Publish Dec. 24/25, 2020

Unapproved Minutes
Board of Commissioners of Converse County
December 28, 2020

The special meeting was called to order at 4:35 p.m. on December 28, 2020. Present were Chair Robert Short; Vice-Chair Jim Willox; Commissioners Rick Grant, Mike Colling (remotely), and Tony Lehner (remotely); and Clerk Karen Rimmer.

The Commissioners discussed the allocation of Charitable Relief Program CARES Act funding made available through Governor Gordon's office; Converse County's total allocation for distribution is \$294,436.61. Following lengthy review of application narratives and funding requests; deadline extension date to March 1, 2021; program costs versus lost revenue; and the Wyoming Administrative Rules for these funds, Mr. Grant moved to approve the following allocations for the Charitable Relief Program: Children's Advocacy Project \$1,750; Converse Hope Center \$8,650; Glenrock Food Pantry \$6,200; Human Resource Council/Community Service Block Grant \$85,000; King's Portion Food Pantry \$60,000; Noel's Christmas \$4,000; and Solutions for Life \$50,000, for a total allocation of \$216,600, to be paid in the County's regular payable cycle; Mr. Willox seconded; motion carried. The total funds remaining for further allocation and distribution is \$77,836.61 to be considered at the Commissioners next regular meeting.

The special meeting adjourned at 5:30 p.m. on December 28, 2020.

Robert G. Short, Chairman

ATTEST: _____
Karen Rimmer, Converse County Clerk

Publish: Jan 13/14, 2021