

**Approved Minutes**  
**Board of Commissioners of Converse County**  
**June 1 and 2, 2021**

The regular meeting was called to order at 8:10 a.m. on June 1, 2021. Present were Chairman Jim Willox; Vice-Chair Rick Grant; Commissioners Robert Short and Mike Colling; and County Clerk, Karen Rimmer. Commissioner Tony Lehner was excused until noon, at which time he joined the meeting.

Mr. Gary Boldt and Doris Ottersbach discussed concerns regarding the pathway portion of the Mormon Canyon Road project. The parties were provided copies of a Memorandum of Understanding (MOU) between the County and the Town of Glenrock regarding responsibilities of each party for the project, as well as copies of existing easements along Mormon Canyon Road.

Departmental updates were provided by Mr. Don Gushurst, Maintenance Department, including upcoming installation of carpet and landscaping at the courthouse.

Departmental updates were provided by Mr. Chris Caskey, Technical Services Director, including ongoing projects, scheduling, and questions for Commissioners regarding potential projects.

Mr. Tim Schenk provided an overview of Joint Justice Center Phase 2 bid results and issues. Following review, it was determined that Sampson Construction of Cheyenne was the apparent low qualified bidder with the inclusion of Alternates One (Detention addition) and Two (landscaping); a 5% contingency; and funds paid to date. Concerns with supply chain issues were discussed and how to address within the contract. Alternate One is a separate project and could start at any time. Elected officials stated final thoughts, concerns, changes in regulations, and remembering that the County is operated by people and that it must be able to continue to adequately employ and compensate those employees. The Converse County Sheriff confirmed that Phase 2 operations can be accommodated at current authorized personnel levels. Commissioner Short moved to award the base bid in the amount of \$21,787,000; Alternate One for Detention addition in the amount of \$2,275,000; Alternate Two for landscaping for \$13,000; a 5% contingency; and accounting for funds paid to date, for a total amount of \$24,075,000; Mr. Colling seconded; following discussion of timeline, concerns, and final thoughts, motion carried unanimously.

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

Ms. Hannah Swanbom, Yellowhorse Consulting, provided ACT Work Ready Community program updates, including workplace and leadership classes with Eastern Wyoming College, testing and testing numbers, marketing, and outreach.

Departmental updates were provided by Ms. Holly Richardson, Special Projects, including upcoming subdivisions; road use agreements; and other projects and agreements.

Mr. Russ Dalgarn, Emergency Management Services, and Mr. Artie Schubert, County Surveyor, provided departmental updates including upcoming and ongoing projects.

Mr. Jason Wilkinson, Road and Bridge Superintendent, and Mr. Cal Twiford, Consultant, provided departmental updates. Mr. Short moved to approve Change Order No. 6 for the Irvine Road Paving Project to adjust estimated contract quantities to the actual installed quantities, increasing the contract price by \$149,559.76 for a total cost of \$2,625,695.58; Mr. Colling seconded; motion carried. The Commission expressed gratitude for the receipt of an unsolicited reimbursement payment from Anadarko for the application of magnesium chloride on Manning Road. Other updates included roadway use reports and road and construction projects.

The meeting recessed at 4:00 p.m. on June 1, 2021 and reconvened at 8:30 a.m. on June 2, 2021.

The minutes of the May 18, 2021 regular meeting were approved and ordered filed.

Mr. Short moved to approve warrants in the amount of \$2,570,294.42: 60 307 Healing Waters; 30 307 Signs and More; 785 383 Construction; 12925 A Diamond Trucking; 1648.39 AT&T Mobility; 363.36 Adamson Police Products; 311.60 Advanced Animal Clinic; 367 Advanced Geotechnical Solutions; 575 Alcohol & Drug Testing Services; 1000 Alley, Linda S; 1038.63 ALSCO; 227.97 American Time & Signal Co; 3629.04 Atlas Office Products; 905.09 Atlas Premier Service; 4800 Axon Enterprise; 1175.32 B&B Leasing Co; 7898.04 B&M Sand & Gravel; 20 Barnes Law; 1072.13 Bison Pump & Supply; 7774.97 Black Hills Energy; 16555 Blackburn Cattle Co; 108.64 Bliss, Mary; 119.94 Bloedorn Lumber-Douglas; 124514.32 Blue Cross Blue Shield of WY; 1921.33 Bob Barker Co; 134818.74 Bob Ruwart Motors; 250 The Body Shop; 4166.67 Boys & Girls Club of Douglas; 8333.34 Boys & Girls Clubs of Central Wyoming; 2870 Brake Supply Co; 922 Bryan C Cropper DMD PC; 9866.25 Campbell County Memorial Hospital; 552.87 Cash-Wa Distributing Co of Kearney; 1258 Casper Window and Door; 1098.76 CDW Government; 9579.95 CenturyLink; 2300.40 City of Douglas; 300 City Shoe & Saddle Shop; 87.28 CMI-TECO; 46 Coca Cola Bottling Co High Country; 11770 Command Sourcing; 240 Communication Technologies; 5000 Converse County Firewise; 425000 Converse County Library; 2579.24 Converse County Search & Rescue Unit; 218.25 Cowboy Chemical; 1013.76 Dearborn Life Insurance Co; 214.55 Decker Auto Glass; 300 Deines, Smokey; 3909.40 Delta Dental of WY; 200 DEQ-Water Quality Division; 1800 Dilts, Jerry J, Trustee; 960 Douglas Broadcasting; 2310 Douglas Budget; 28.25 Douglas Business Center; 300 Douglas Day Spa; 13.90 Douglas Grocery; 477.88 Douglas Hardware Hank; 1203 Douglas Tire Center; 2500 Douglas Youth Hockey Assoc; 246.62 Doyle, Kellynne; 765 Drone King UAS; 1908.84 DRU Consulting; 41243 Dustbusters; 360 Edwards, Joanna; 750 Emery Septic; 1604.09 Fastenal Co; 1461 Fat Boys Tire and Auto; 1763.94 Floyd's Truck Center WY; 3960 Forterra Concrete Products; 2712.10 GlaxoSmithKline Financial; 2500 Glenrock Chamber of Commerce; 3750 Glenrock Golf Club; 60 Glenrock Health Center; 833.33 Glenrock Paleontological Museum; 2750 Gorman Funeral Homes; 254.40 Grainger; 56 Grant, Richard C; 186 Great America Financial Services; 38231.50 GSG Architecture; 520 Hansuld, Tia; 150

Harris Govern; 1018.26 Hilltop National Bank; 150 Hinckley, Jim Jay; 36.96 Hiser, Andrea R; 36761.80 Homax Oil Sales; 45 Home Town Printed Apparel; 4766.04 HR Performance Solutions; 70.73 Hughes Network Systems; 1260 Hutchinson, Hal H PE; 4548.77 Inland Truck Parts Co; 120 Inner Strength Therapeutic Massage; 115 Institutional Eye Care; 114.95 Interstate Batteries; 1529.64 Jerry s Welding-Steel Fab; 240 Joyful Living Massage & Wellness; 1039312.98 Knife River; 1157.76 Kone; 432.50 Laramie Range Water Treatment & Plumbing; 300 Largent, Jordan; 904 LexisNexis Matthew Bender; 524.25 Lorman Education Services; 16083.94 Lost Creek Holdings; 2860.48 Mallory Safety and Supply; 1560 Marlin Business Bank; 180 Massage Therapy by Silke Hodges; 324.79 The Master's Touch; 2632.18 Medicine Bow Technologies; 193633.62 Memorial Hospital of Converse County; 77.14 Menards; 89.76 Moore's Heavy Equipment Services; 259.26 Motion and Flow Control Products; 10544.10 Motorola Solutions; 262.86 Mountain States Lithographing; 2175.73 NAPA; 3.19 NAPA - Glenrock; 135 Nat l Sheriff s Assoc; 5085 Natrona County Attorney; 600 Naval Surface Warfare Center; 1053.76 Norco; 5410 NorMont Equipment; 4645.43 Northwest Community Action Programs ; 6.76 O Reilly Automotive; 70 OffenderWatch; 35 Office Ally; 361.82 Office Depot; 432.50 OK Wrecking; 20240 Olsen, Christie; 770 Peak Fitness; 1893.83 Peterbilt of Wyoming; 147 Peterson, Amber; 624.13 Plainsman Printing & Supply; 21395 Price Pumping Service; 11385 Price Trucking; 2000 Quadient Finance USA; 543.59 Quill Corp; 280 R & R Rest Stops of Casper; 731.83 R&S Northeast; 1371.90 Range; 3192.43 Renegade Off-Road & Driveline Repair; 1046.18 Rockmount Research & Alloys; 12890.85 Rocky Mountain Power; 368.25 Rocky Mountain Wash; 124.95 Ron s Supply; 106.65 Safeway Pharmacy; 1106.72 Sams Club; 29 Sandys Sewing; 1329.84 Sanofi Pasteur; 582.96 Schell, Joel; 30 Secretary of State; 2876.90 Shattos Frontier Drug; 179.20 Shepherd, Johnna; 400 Smith Psychological Services; 339.36 Smith, Heidi J; 4727.08 Solutions For Life; 1000 State of Montana; 21261.80 STATE OF WY; 14.90 State of Wyoming; 118.88 Stericycle; 6000 Stinson, Bridget; 13393.32 Summit Food Service; 856.37 Top Office Products; 919.80 Town of Glenrock; 904.93 Trane U S; 34673.72 TrueNorth Steel; 2157.81 TW Enterprises; 3858.23 Twiford, Calvin; 4461.42 Tyler Technologies; 5608.50 Univ Of WY; 5369.92 Valli Information Systems; 791.36 Verizon Wireless; 11981.90 Visa; 3260.46 Vision Service Plan; 2039.30 Visionary Communications; 175.19 Vyve Broadband J; 22911.75 WatchGuard Video; 5560 Weidenhamer, Leslie; 310.24 Willox Jim; 15080 WY Behavioral Institute; 416.67 WY Child & Family Development; 212.24 WY Dept of Transportation; 4983.44 WY Dept of Workforce Services; 36 WY Financial Insurance; 9334.02 WY Machinery Co; 500 WY Public Health Laboratory; 97.87 WY Rigging & Industrial Supply; 1600 WY State Fair; 210 WY Safety Supply; 262.44 WY Work Warehouse; 492 Xerox Financial Services; 408.75 Y2 Consultants; 24007.50 Z Lazy Y Trucking LLC; monthly reports for Clerk: \$43,851.52; Clerk of District Court: \$4,693.50; and Public Health: \$12,975.02; Mr. Grant seconded, the commission abstained from voting on warrants issued to themselves; motion carried.

Mr. Short moved to approve the revised MOU between the County, the City of Douglas, and the Town of Glenrock for the funding of the ACT Work Ready Communities program; Mr. Grant seconded; motion carried.

Mr. Lehner moved to approve the MOU between the Wyoming Department of Health, Public Health Division, and Converse County, for COVID-19 vaccination campaign activities in the amount of \$144,340 for a term through December 30, 2021; Mr. Short seconded; motion carried.

Mr. Short moved to approve an out-of-jurisdiction catering permit for CIB LLC D/B/A the College Inn for a catered event on June 12, 2021 at the Amen Ranch, 789 Hwy. 93, Converse County, from 5:00 p.m. to 11:00 p.m.; Mr. Colling seconded; motion carried.

Mr. Short moved to approve Amendment One to the Contract between Wyoming Department of Health, Public Health Division, and Converse County for COVID-19 response activities to extend the contract through June 30, 2024 and amend Attachment A-1, Statement of Work; Mr. Grant seconded; motion carried.

Mr. Short moved to approve Amendment One to the MOU between the Wyoming Department of Health, Public Health Division, and Converse County, to extend the date through December 31, 2021; Mr. Lehner seconded; motion carried.

Mr. Grant moved to appoint Mr. Kirk Lehner to the Parks and Rec Board for a 3-year term from June 2021 to June 2024; Mr. Short seconded; motion carried.

Mr. Colling moved to appoint Dr. Chuck Lyford to the Board of Directors for Memorial Hospital of Converse County for a 5-year term from July 1, 2021 to June 30, 2026; Mr. Lehner seconded; motion carried.

A general County business meeting of elected officials began at 9:00 a.m. to discuss various topics including jury trials; tax payments and projected revenues; law enforcement calls and issues; cybersecurity threats; assessed values and appeals; Converse County Joint Justice Phase 2 bid award; legislative changes; and a lengthy discussion regarding health insurance rates and anticipated increased costs.

Mr. Willox opened a public hearing at 10:30 a.m. to hear public comment on an application from Energy Expeditors, Inc. for the proposed 383 Construction Minor Subdivision: a one (1) lot subdivision located in part of the SE $\frac{1}{4}$ SE $\frac{1}{4}$  of Sec. 35, T39N, R71 and Lot 1 (NE $\frac{1}{4}$ NE $\frac{1}{4}$ ) of Sec. 2, T38N, R71W of the 6th P.M., Converse County. The proposed subdivision would split approximately 9.482 acres for industrial use off a larger parcel consisting of approximately 85.354 acres. No written comments were received; there were no public comments in favor or opposition of the application; and the County Planning and Zoning Commission recommended approval at their May 18, 2021 regular meeting. Discussion ensued regarding addressing issues when a subdivision name begins with a number. The public hearing closed at 10:37 a.m. Mr. Grant moved to approve the application as presented with a caveat allowing the applicant to change the name of the subdivision if they so desire; Mr. Lehner seconded. Mr. Bob Kyser, applicant, stated any name change would happen immediately; no further discussion and motion carried.

The meeting recessed at 12:00 p.m. and reconvened at 1:06 p.m.

Kim Pexton, Chairman of the Converse County Tourism Board, provided an overview of Tourism Board Bylaw revisions, as well as various board procedural changes made to ensure the Board remains compliant. Following discussion, Mr. Colling moved to approve the revised bylaws of the Converse County Tourism Board as presented; Mr. Lehner seconded; motion carried.

Ms. Charity LaFountain, Field Representative for Congressman Liz Cheney, introduced herself and discussed various topics with the Commissioners.

The regular meeting was adjourned at 2:15 p.m.

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James H. Willox, Chairman

**ATTEST:**

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Karen Rimmer, County Clerk  
Publish: June 9/10, 2021