

Office of County Commissioners  
April 18, 2023  
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Tuesday, April 18, 2023. Chairman Faber called the meeting to order at 9:00 AM. Pastor Marty Crump led the Invocation and the Pledge of Allegiance.

Present were Colleen Faber, Jim Ford, Butch Knutson, Kelley McCreery, Del Shelstad, Commissioners; Cindy Lovelace, County Clerk; Denton Knapp, Commissioners Executive Director; Kyle Ferris, Deputy County Attorney.

The following Consent Agenda was presented:

#### MINUTES

Board of Commissioners Museum Board Meeting, March 21, 2023 – Corrected  
Board of Commissioners Library Board Meeting, March 27, 2023  
Board of Commissioners Senior Center Board Meeting, March 29, 2023  
Board of Commissioners Workshop, March 29, 2023  
Board of Commissioners Executive Session, March 29, 2023  
Board of Commissioners Children’s Developmental Services, March 29, 2023  
Board of Commissioners Directors Workshop, April 3, 2023  
Board of Commissioners Regular Meeting, April 4, 2023  
Board of Commissioners Executive Session, April 4, 2023

#### MONTHLY REPORTS

Clerk of District Court – March 2023  
County Clerk – March 2023  
Sheriff’s Office – March 2023  
Treasurer’s Office – March 31, 2023  
941 Tax Report – 1<sup>st</sup> Quarter 2023  
Workers Comp – 1<sup>st</sup> Quarter 2023

#### CANCELLATION/REBATE OF TAXES

2021-196, 2021-197, 2021-198, 2021-199, 2021-200, 2021-201

#### AGREEMENTS

Agreement for Use of Facilities and Assumption of Risk and Liability Release Agreement between International Pathfinder Camporee and Campbell County Parks & Recreation for use of the Recreation Center during the Camporee Event August 6<sup>th</sup> – 9<sup>th</sup>, 2024.

Gillette College Building and Facility Agreements – Updating the following agreements to switch from Northern Wyoming Community College District (NWCCD) to Gillette Community College District (GCCD/Gillette College):

Assignment of Lease Gillette College Agricultural Complex  
Assignment of Lease Pronghorn Center and Soccer Field

Assignment of Lease Gillette College Technical Education Center  
Assignment of Lease Gillette College Main Administration Building

#### CAPITAL REQUESTS

Fleet – Requesting to reallocate \$11,250.00 in left-over funds from account 120123-68200, a tractor came in under-budget, to purchase a replacement 2022 Case IH L105 Loader from Torgerson's for CAM-PLEX.

#### DONATIONS

Sheriff's Office – Acceptance of \$2,000 donation to the K-9 Program

#### LINE ITEM TRANSFERS

Attorney - Transfer \$1,073.84 from 100061-60005 Full Time-Overtime to 100061-60100 Full Time Regular

Emergency Management - Transfer \$1,072.36 from 100411-63040 OfficeEquip/Computer/TechLease to 100411-62760 Office Equip Maint Contracts  
Transfer \$487.34 from 100411-63420 Special Event/Program Cost to 100411-62760 Office Equip Maint Contracts, Transfer \$28,485.90 from 100411-62700 Tech Hardware Main Contracts to 100411-62720 Software Costs

Juvenile Services - Transfer \$1,350.00 from 100452-62240 Medical Services/Claims to 100454-63420 Special Events/Program Cost

Parks & Recreation - Transfer \$1,500.00 from 100775-62450 EE Dev Meet Trav Meal Lodg to 100775-63420 Special Event/Program Cost  
Transfer \$1,500.00 from 100775-62450 EE Dev Meet Trav Meal Lodg to 100775-63420 Special Event/Program Cost

Sheriff - Transfer \$20.00 from 100052-62240 Medical Claims/Services to 100052-62200 Assn Dues, Fees, and Licensure

#### POSITION VACANCY JUSTIFICATIONS

Attorney's Office – Deputy County Attorney  
Children's Developmental Services – Early Childhood Special Education Supervisor  
Public Works/Maintenance – Maintenance Technician, Senior

#### HAND WARRANTS

Black Hills Energy	\$16,816.65
Campco Federal Credit Union	\$150.00
Circuit Court of Campbell County	\$16.98
Campbell County Clerk Tax Account	\$293,864.63
Campbell County Treasurer – FLX/HSA	\$43,774.05
City of Gillette	\$422.28
Great West Trust Company	\$28,390.00
Sheridan County Circuit Court	\$316.10
Wyoming Child Support Enforcement	\$1,320.13

John Harvey	\$850.85
Nina Shober	\$192.23
Sierra Yanzick	\$27.71
Black Hills Energy	\$24,988.46
IRS Department of Treasury	\$345.82
Wyoming Department of Revenue & Taxation	\$127.00
WAG – Division of Criminal Investigations	\$15.00
Wyoming Department of Workforce Services – WC	\$95,368.33
Burns & McDonnell Engineering Company, Inc	\$46,148.17
Verizon Wireless	\$40.05
Home Depot Credit Card Services	\$579.30
Tractor Supply Company	\$1,099.99

Commissioner Shelstad moved the Board approve all items of the Consent Agenda as presented. Commissioner Ford seconded the motion. Commissioner Ford recognized EOG Resources for a \$2000 donation to the Sheriff's Office K-9 Unit. All voted Aye. Motion carried.

Commissioner McCreery presented the Commissioners upcoming calendar of events.

Denton Knapp and Lee Yake provided the Veterans Update. Denton Knapp introduced Evan Stoops as the Chairman of the Veterans Faith Based Working Group.

Commissioner Ford moved the Board approve the Sole Source Purchase Request for Public Health to purchase three (3) PharaRoam5 vaccine coolers from Roemer Industries, in the amount of \$32,918.24, using funds from the COVID-19 Vaccine Outreach Grant, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion carried.

Commissioner Ford moved the Board approve the submission of the EMPG-ARPA Grant Application to purchase a remote-control system for the public warning siren system, in the amount of \$15,000 with a local match of \$15,000; transfer funds from Optional 1% Contingency 170013-69800 to 1% EMA 170411-66900, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner McCreery moved the Board allow for the Chapter 4 Rules Regulating Construction proposed amendment to be open for a forty-five (45) public comment period, with written comments due at 5:00 PM on June 2, 2023, and set a public hearing for 10:15 AM on June 6, 2023, as recommended by Campbell County Public Works. Commissioner Shelstad seconded the motion. All voted Aye. Motion carried.

Commissioner Ford moved the Board take from the table the Purchase and Sale Agreement, Special Warranty Deed, and First Amendment Westwood High School Property Exchange MOU regarding the Campbell County School District Bus Barn/Transportation Facility property located on Warlow Drive. Commissioner Shelstad seconded the motion. All voted Aye. Motion carried.

Commissioner Ford moved the Board approve the Purchase and Sale Agreement for Real Property between Campbell County School District No. 1 and Campbell County for the Bus Barn/Transportation Facility located on Warlow Drive, Lot 4E of the Resubdivision of Lot 4A, Bicentennial Park Subdivision, as presented. Commissioner Shelstad seconded the motion. Roll Call vote was taken by the Clerk. Commissioner Knutson voted Nay. Commissioner McCreery voted Nay. Commissioner Shelstad voted Aye. Commissioner Ford voted Aye. Commissioner Faber voted Aye. Motion carried.

Commissioner Shelstad moved the Board approve the Special Warranty Deed conveying Lot 4E of the Resubdivision of Lot 4A, Bicentennial Park Subdivision from Campbell County to Campbell County School District No. 1, as presented. Commissioner Ford seconded the motion. 3 voted Aye. 2 voted Nay. Motion carried.

Commissioner Shelstad moved the Board approve the First Amendment of Westwood High School Property Exchange Memorandum of Understanding between Campbell County School District No. 1, City of Gillette, and Campbell County, as presented. Commissioner Ford seconded the motion. All voted Aye. Motion carried.

Commissioner Shelstad moved the Board approve the District Support Grant Application for Box N Ranch Road Improvement and Service District in the amount of \$2,478.00 from Optional One Percent Sales Tax fund for blading, roadbase, and mag chloride, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner Ford moved the Board approve the District Support Grant Application for Fox Ridge Improvement and Service District in the amount of \$5,987.50 from Optional One Percent Sales Tax fund for crushed concrete and road blading, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion carried.

Commissioner Shelstad moved the Board approve the District Support Grant Application for Graceland Improvement and Service District in the amount of \$18,150.00 from Optional One Percent Sales Tax fund for road rehabilitation, gravel placement, and culvert install, as presented. Commissioner Ford seconded the motion. All voted Aye. Motion carried.

Commissioner Knutson moved the Board approve the District Support Grant Application for Means, Carter, North Hannum Improvement and Service District in the amount of \$3,977.33 from Optional One Percent Sales Tax fund for mag chloride, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Commissioner McCreery moved the Board approve the District Support Grant Application for Rocky Point Improvement and Service District in the amount of \$2,725.80 from Optional One Percent Sales Tax fund for crushed asphalt and mag chloride, as presented. Commissioner Ford seconded the motion. All voted Aye. Motion carried.

Commissioner Ford moved the Board award the Airport Lift Station Rehabilitation Project to DRM Inc., in the amount of \$376,206.00, as presented. Commissioner Shelstad seconded the motion. All voted Aye. Motion carried.

Commissioner Knutson moved the Board approve to waive the Landfill Tipping Fees on May 12<sup>th</sup> and 13<sup>th</sup> for the Town of Wright's Annual Cleanup Days, as presented. Commissioner McCreery seconded the motion. All voted Aye. Motion carried.

Public comment was given.

Commissioners final comments were given.

There being no further business to come before the Board of Commissioners, the regular meeting was adjourned at 11:00 AM. The next regular meeting of the Commissioners will be held Tuesday, May 2, 2023, at 9:00 AM in the Commissioners Chambers in the Courthouse.

Commissioner McCreery moved to convene into an Executive Session for the purpose of discussing pending litigation and personnel. Commissioner Shelstad seconded the motion. All voted Aye. Motion carried.

The Board convened into Executive Session at 11:07 AM.

Executive Session adjourned at 12:38 PM.

The Board reconvened at 1:00 PM for a Workshop with Jerimiah Rieman, Wyoming County Commissioner Association Executive Director.



Cindy Lovelace, County Clerk  
Board of County Commissioners



Colleen Faber, Chairman  
Board of County Commissioners

In accordance with W.S. 18-3-516(f) the required County Notices of Publication are available on the County's Website at: [www.campbellcountyywy.gov](http://www.campbellcountyywy.gov)

