

# CONVERSE COUNTY COMMISSION MEETING

March 3, 2026 - 8:00 a.m. to 4:00 p.m.

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

Commission Chambers are OPEN to the public.

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  
Trent Kaufman, Board Member  
Donald Blackburn, Board Member
2. 8:15 A.M. COMMISSION PAPERWORK
  - Review/Signature of Vouchers and Warrants, Review of Commission Folders and Documents
3. 10:00 A.M. DEPARTMENT UPDATES - TECHNICAL SERVICES DEPARTMENT  
Chris Caskey, Technical Services Director
4. 11:00 A.M. UPDATES - CONVERSE COUNTY SHOOTING RANGE COMPLEX IMPROVEMENTS  
  
*Mike Jennings, Relic Services LLC*
5. 12:00 P.M. RECESS FOR LUNCH
6. 1:30 P.M. DEPARTMENT UPDATES - EMERGENCY MANAGEMENT SERVICES  
Russ Dalgarn, Emergency Management Director
7. 2:00 P.M. DEPARTMENT UPDATES - ROAD & BRIDGE  
Jason Wilkinson, R&B Superintendent; Todd Mattson, HDR Engineering Inc.
8. 3:00 P.M. UPDATES - LAPRELE DAM PROJECT  
  
*Kenny Sisson, HDR Engineering Inc.*
9. GENERAL COUNTY BUSINESS & ACTION ITEMS  
Meeting Minutes, Monthly Warrants, Monthly Reports, Tax Refunds & Cancellations, Void Warrants, Resolutions, Agreements/Amendments, etc.
  - Commission Minutes, February 3 & 4, 2026
  - Transfer Memo FY2026 - 173 MASVA to 150 Cap Con Parks & Rec
  - Converse County Personnel Policy, Proposed Revisions: PTO, Other Leave

- Animal Shelter - Additional Services, FDL Services LLC
- Animal Shelter - Change Order Request No. 8, & No. 9, Relocation of Water Line and Electrical Repairs
- Shooting Range Improvement Project, Contract for Drainage Improvements
- Eastern WY College Construction Technology Addition, Review of Proposals for Third Party Inspections
- Douglas Budget Magazine Advertising
- Jenne Trail Phase 3, Construction Contract with Croell, Inc.
- Jenne Trail Phase 3 Right-of-Way Applications with Bureau of Land Management

Documents:

[02.17.2026 OFFICIAL.PDF](#)  
[BUDGET MEMO FOR 173 TO 150 - PURCHASE OF KILLION PROPERTY](#)  
[02.24.2026.PDF](#)  
[PTO USE AND ADMIN LEAVE POLICIES DRAFT 2.27.2026.PDF](#)  
[CONVERSE COUNTY SHOOTING RANGE CONTRACT HENRY BROS.PDF](#)  
[FDL CONSULTING ADD SERVICE 4 - ELECTRICAL VAULT](#)  
[COORDINATION.PDF](#)  
[CONVERSE COUNTY ANIMAL SHELTER COR - 08.PDF](#)  
[CONVERSE COUNTY ANIMAL SHELTER COR - 9.PDF](#)  
[JENNE TRAIL PHASE 3 CONSTRUCTION CONTRACT, CROELL INC.PDF](#)  
[WYWY106775891 SHORT TERM ROW CONVERSE COUNTY OFFER LETTER](#)  
[ROSS ROAD JENNE TR\\_SIGNED.PDF](#)  
[WYWY106775891 SHORT TERM ROW CONVERSE COUNTY ROSS ROAD](#)  
[ROW 2800-014.PDF](#)  
[WYWY106696373 CONVERSE COUNTY OFFER LETTER ROSS ROAD JENNE](#)  
[TRAIL PHASE 3 PROJECT\\_SIGNED.PDF](#)  
[WYWY106696373 CONVERSE COUNTY HDR REAL ESTATE SERVICES ROSS](#)  
[ROAD ROW 2800-014 GRANT.PDF](#)

10. OTHER UPCOMING EVENTS

- Mar 3&4. 8a-5p - Commissioner Meeting (1st Tues/Wed of each month)
- Mar 3, 7a - Elected Officials Breakfast Meeting, MHCC Boardroom
- Mar 4, 7a - City/County Breakfast Meeting, MHCC Boardroom
- Mar 10, 12p-5p - Clerk's Office CLOSED for training
- Mar 11, by Midnight - 2026 Legislative Session Adjourns
- Mar 17, 8a-5p - Commissioner Meeting (3rd Tues of each month)
- Mar 17, 3p - Planning & Zoning Commission Meeting (3rd Tuesday of each month)
- Mar 19, 9a - CCJJC Joint Powers Board Meeting (3rd Thursday of each month)
- April 3, 5p - Deadline for FY2027 Community Service Grant Applications
- April 7&8, 8a-5p - Commissioner Meeting (1st Tues/Wed of each month)
- April 7, 7-8a - Elected Officials Breakfast Meeting (MHCC Boardroom)
- April 8, 7-8a - City/County Breakfast Meeting (MHCC Boardroom)
- April 16, 9a - CCJJC Joint Powers Board Meeting (3rd Thurs of each month)
- April 21, 8a-5p - Commissioner Meeting (3rd Tues of each month)
- April 21, 3p - Planning & Zoning Commission Meeting (3rd Tues of each month)

