

CONVERSE COUNTY COMMISSION MEETING

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

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

Commission Chambers are OPEN to the public.

1. 8:00 A.M. RECONVENE COMMISSION MEETING
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. 9:00 A.M. COUNTY BUSINESS REVIEW - COUNTY DEPARTMENTS
All County Departments
 - Questica/FY2027 Budget Updates
3. 10:00 A.M. PUBLIC HEARING: DEGRAW SUBDIVISION
Tory Walsh, Special Projects Coordinator
 - SE1.4SE1/4 Section 13, N1/2NE1/4 Section 24, T31N, R70W, 6th PM

Documents:

[PH NOTICE DEGRAW SUBDIVISION.PDF](#)

4. 10:30 A.M. PUBLIC HEARING: PHIPPS MINOR SUBDIVISION NO. 2
Tory Walsh, Special Projects Coordinator
 - SE1/4NE1/4 Section 10, SW1/4NW1/4 Section 11, T33N, R75W, 6th PM

Documents:

[PH NOTICE PHIPPS MINOR SUBDIVISION 2.PDF](#)

5. 11:00 A.M. DISCUSSION - CONVERSE COUNTY PERSONNEL POLICY REVISIONS
 - Administrative Leave
 - Other Leave
6. 12:00 P.M. RECESS: LUNCH MEETING WITH MHCC LEADERSHIP
7. 1:30 P.M. UPDATES - FDL CONSULTING, LLC

- Animal Shelter Expansion Project
- Glenrock Office Renovations Project
- Courthouse Level 1 and 2 Study

8. 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](#)

9. 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)

This agenda is subject to change at any time without notice. The Board may recess into Executive Session, if necessary, at any time. Previous versions of this agenda are available on this website at all times. A regular meeting will be held on Tuesday, March 17, 2026 at 8:00 a.m. unless otherwise posted. at the Converse County Courthouse within Commission Chambers, 107 N. 5th Street, Douglas, Wyoming. The public is invited to attend any Commissioner meeting. To get on the agenda, contact the County Clerk via email or by calling 307-358-2244 by the Thursday prior to the meeting. Per W.S. §18-3-516(f), access to county information can be obtained at the County's official website, www.conversecountywy.gov or by calling the County Clerk's Office 307-358-2244.