

# CONVERSE COUNTY COMMISSION MEETING

February 3, 2026 - 8:00 a.m. to 5:00 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 - WYOMING HERPATOLOGY SOCIETY  
  
*Matt Rasmussen, Member*
  - Ayres Natural Bridge Park
5. 12:00 P.M. RECESS FOR LUNCH
6. 1:00 P.M. DEPARTMENT UPDATES - HUMAN RESOURCES  
*Kristin Watson, HR Director*
  - COBRA Subsidy Policy
7. 1:30 P.M. DEPARTMENT UPDATES - EMERGENCY MANAGEMENT SERVICES  
Russ Dalgarn, Emergency Management Director
8. 2:00 P.M. DEPARTMENT UPDATES - ROAD & BRIDGE  
Jason Wilkinson, R&B Superintendent; Dave Shaw, Road & Bridge Special Projects; Todd Mattson, HDR Engineering Inc.
9. 3:00 P.M. DISCUSSION - SPEED STUDY FOR CERTAIN COUNTY ROADS
  - CR1/Irvine Road
  - CR2/Anderson Dairy Road
  - CR52/East Antelope Road

10. 4:00 P.M. DISCUSSION - COURTHOUSE LEVEL 1 & 2 STUDY

- Discussion of proposed design options amongst impacted departments/boards: Assessor, Clerk, Commissioners, Extension, Fair Board, Human Resources, Treasurer, and Technical Services (Administration, GIS, IT, Janitorial, Maintenance, Special Projects, Surveyor)

11. OTHER UPCOMING EVENTS

- Feb 3&4, 8a-5p - Commissioner Meeting (1st Tues/Wed of each month)
- Feb 3, 7a - Elected Officials Breakfast Meeting, MHCC Boardroom
- Feb 4, 7a - City/County Breakfast Meeting, MHCC Boardroom
- Feb 9, 10a - 2026 Legislative Session Convenes
- Feb 11-13 - WCCA, WAM, and CCAW Legislative Conferences, Cheyenne
- Feb 16, All Day - HOLIDAY, President's Day, County Offices Closed
- Feb 17, 8a-5p - Commissioner Meeting (3rd Tues of each month)
- Feb 17, 3p - Planning & Zoning Commission Meeting (3rd Tues of each month)
- Feb 19, 9a - CCJJC Joint Powers Board Meeting (3rd Thurs of each month)
- 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)

11.I. GENERAL COUNTY BUSINESS & ACTION ITEMS

Meeting Minutes, Monthly Warrants, Monthly Reports, Tax Refunds & Cancellations, Void Warrants, Resolutions, Agreements/Amendments, etc.

- Commission Minutes, January 20, 2026
- 2026 Depository Resolution, Converse County Bank
- Notice of Acceptability of Work, Lambert Subdivision Improvements Project
- WY DEQ Certification of Completion, Lambert Subdivision Improvements Project
- Change Order No. 2, Jenne Trail Road Reconstruction Project Phase 2
- Grant Agreement, Safe Streets For All
- Grant Agreement, High Risk Rural Roads Project
- Policy, COBRA Premium Assistance
- Community Service Grant Agreement, Wyoming State Fair Foundation
- Douglas Derby Club and Wyoming Downs, Semi-Annual Updates
- Bore Permit Applications, Saddle Butte Powder Flats Midstream LLC, CR31/Ross Road
- Bore Permit Applications, Vyve Broadband, CR9/Chalk Buttes Road and

CR64/Ridgewater Road

- Public Utilities Parallel Right of Way Permit Applications, Vyve Broadband, CR9/Chalk Buttes Road and CR64/Ridgewater Road
- Board of County Commissioners Conflict of Interest Statements
- Potential Action Items: Technical Services Policies - Uniforms/Maintenance, IT Data Governance, Internships

Documents:

01.20.2026 OFFICIAL.PDF  
CCB DEPOSITORY RESOLUTION 2026.PDF  
LAMBERT SUBDIVISION NOTICE OF ACCEPTABILITY OF WORK.PDF  
LAMBERT SUBDIVISION IMPROVEMENTS DEQ CERTIFICATION OF COMPLETION.PDF  
JENNE TRAIL PHASE 1 CHANGE ORDER NO.1 SIGNED - PROJECT COMPLETION.PDF  
GRANT AGREEMENT, SAFE STREETS FOR ALL 3YR 2026.PDF  
FY26 CONVERSE COUNTY HRRRP GRANT AGREEMENT.PDF  
COBRA PREMIUM ASSISTANCE FOR SURVIVING DEPENDENTS POLICY.PDF  
FY2026 AID TO OTHERS WY STATE FAIR FOUNDATION 02.2026.PDF  
SEMI-ANNUAL UPDATE DOUGLAS DERBY AND DOWNS JAN. 2026.PDF  
BORE PERMIT, CR31-ROSS RD SADDLE BUTTES OIL PIPELINE 2.PDF  
BORE PERMIT, CR31-ROSS RD SADDLE BUTTES - OIL PIPELINE.PDF  
VYVE PUBLIC UTILITIES PARALLEL ROW PERMIT CR9 CHALK BUTTES RD.PDF  
VYVE PUBLIC UTILITIES PARALLEL ROW PERMIT APP CR64 RIDGEWATER RD.PDF  
VYVE BORE PERMIT CR9 CHALK BUTTES RD.PDF  
VYVE BORE PERMIT CR64 RIDGEWATER RD.PDF

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, February 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](http://www.conversecountywy.gov) or by calling the County Clerk's Office 307-358-2244.