

CONVERSE COUNTY COMMISSION MEETING

August 20, 2024 - 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
Mike Colling, Board Member
Trent Kaufman, Board Member
2. 8:15 A.M. DEPARTMENT UPDATES - ROAD & BRIDGE
Jason Wilkinson, R&B Superintendent; John Shepherd, Foreman; Todd Mattson, HDR Engineering, Inc.
3. 9:15 A.M. DEPARTMENT UPDATES - HUMAN RESOURCES
Kristin Watson, HR Director
4. 11:00 A.M. CONVERSE COUNTY ALLIANCE, PREVENTION UPDATES
DeAnna Brow, Prevention Specialist
5. 11:30 A.M. CONVERSE COUNTY JOINT JUSTICE CENTER UPDATES
CCJJC Phase 2: Hal Hutchinson, Owner's Representative; Tim Schenk, GSG Architecture;
Sampson Construction
6. 12:00 P.M. RECESS FOR LUNCH
7. 1:00 P.M. DEPARTMENT UPDATES - PUBLIC HEALTH
Darcey Cowardin, Public Health Nurse
8. 1:30 P.M. DEPARTMENT UPDATES - EMERGENCY MANAGEMENT SERVICES
Russ Dalgarn, Emergency Management Director
9. 2:30 P.M. CENTRAL WYOMING MOTORSPORTS, 2025 SEASON DISCUSSION
Mike Schilling, CWMS Board President
10. 3:15 P.M. DRILLING AND BLASTING
Dave Johnson, Rocktek Inc.
11. GENERAL COUNTY BUSINESS & ACTION ITEMS
Meeting Minutes, Monthly Warrants, Monthly Reports, Tax Refunds & Cancellations, Void
Warrants, Resolutions, Agreements/Amendments, etc.

- Unapproved Commissioner Meeting Minutes, August 6 & 7, 2024

- Resolution 13-24, Superseding Resolution 19-20 and Adopting Revised Converse County Wind and/or Solar Energy Siting Regulation
- Annual Compensation Agreement, University of Wyoming - Converse County, Extension Educator
- Cooperative Agreement for the Sub-Award of the Firewise Grant

Documents:

13-24 WIND AND OR SOLAR ENERGY SITING REGULATIONS UPDATED.PDF
 UW-COUNTY AMENDED ANNUAL COMPENSATION AGREEMENT 2024-2025.PDF
 COOP AGREEMENT FIREWISE 2024-2025.PDF
 08.06.2024 OFFICIAL.PDF

12. OTHER UPCOMING EVENTS

- August 20, 8a-5p - Commission Meeting (3rd Tuesday of each month)
- August 20, 3p- Planning & Zoning Commission Meeting (3rd Tuesday of each month)
- August 20 - 7A-7P - PRIMARY ELECTION DAY
- August 22, 9a - CCJJC Joint Powers Board Meeting (3rd Thursday of each month)
- Sept. 3-4, 8a-5p - Commission Meeting (1st Tuesday/Wednesday of each month)
- Sept 3, 7-8a - Elected Official Breakfast Meeting, MHCC Boardroom
- Sept 4, 7-8a - City/County Breakfast Meeting, MHCC Boardroom
- Sept 17, 8a-5p - Commission Meeting (3rd Tuesday of each month)
- Sept. 17, 3p- Planning & Zoning Commission Meeting (3rd Tuesday of each month)
- Sept. 19, 9a - CCJJC Joint Powers Board Meeting (3rd Thursday 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 and Wednesday, September 3 and 4, 2024, 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. To get on the agenda, call the County Clerk's Office 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 at (307) 358-2244.

**RESOLUTION NO. 13-24
CONVERSE COUNTY, WYOMING**

**A RESOLUTION SUPERSEDING RESOLUTION 19-20 AND ADOPTING
REVISED CONVERSE COUNTY WIND AND/OR SOLAR ENERGY SITING
REGULATIONS**

WHEREAS, pursuant to Wyoming Statutes § 18-5-501 through § 18-5-513, the Converse County Commissioners have promulgated the Converse County Wind and/or Solar Energy Siting Regulations for all lands located outside the corporate limits of municipalities in Converse County; and

WHEREAS, the adoption of Wind and/or Solar Energy Siting Regulations shall promote public health, safety, convenience and general welfare within Converse County, and

WHEREAS, a public hearing was held on the 7th day of August, 2024, to allow interested parties to comment on the proposed amendments and provide any further comment to the Wind and Solar Energy Siting Regulations.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Converse County Commissioners that the Converse County Wind and/or Solar Energy Siting Regulations be approved and adopted as amended.

BE IT FURTHER RESOLVED that Converse County Resolution 19-20, adopted by the Board of Converse County Commissioners on September 2, 2020, and relating to wind and solar siting regulations, is set aside, a nullity, and is of no force or effect.

PASSED, APPROVED AND ADOPTED THIS 7th day of August, 2024.

**BOARD OF CONVERSE COUNTY
COMMISSIONERS**

James H. Willox, Chairman

ATTEST:

Karen Rimmer, Converse County Clerk

ANNUAL COMPENSATION AGREEMENT

This Annual Compensation Agreement (“Agreement”) is made and entered into by and between the University of Wyoming (“University”) and the Commissioners of Converse County (“County”).

WHEREAS, under the Federal Smith-Lever Act of 1914, the State Acceptance Act of 1915, and amendments thereto covering Extension programs, the County desires an Extension professional to assist and encourage the development of 4-H Youth Development Programming (position currently held by (Kellynne Doyle); and

WHEREAS, the University employs such Extension professionals; and

WHEREAS, the University contributes salary and employer paid benefits in the amount of \$44,264.66

WHEREAS, the University and the County have entered into a Memorandum of Understanding dated 7/1/2022

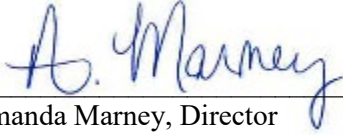
NOW THEREFORE, the parties agree as follows:

- 1. Payment.** In return for the above services, which shall be done and directed under the supervision of the Director of the University of Wyoming Extension, the County will contribute \$28,032.00 annually to the University of Wyoming Extension. The County agrees to make payments to the University as follows: **One payment of \$6,783.00 due in October 2024, and three payments of \$ 7,083 due in January, March, and June 2025.**
- 2. Term and termination.** The term of this Agreements shall commence on July 1, 2024 and shall remain in full force and effect until June 30, 2025, unless terminated by written mutual consent of both parties. In the event this Agreement is terminated, the University will return unused funds contributed by the County.

In witness whereof, the parties to this Agreement through their duly authorized representatives have executed this Agreement on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Agreement as set forth herein.

Board of County Commissioners, Converse County

Chairman



Amanda Marney, Director
University of Wyoming Extension

Date

August 15, 2024

Date

Kelly K. Crane, Interim Dean
College of Agriculture, Life Sciences and Natural Resources
University of Wyoming

Date

COOPERATIVE AGREEMENT FOR THE SUB-AWARD OF THE

2022 Western States Wildland Urban Interface Grant #22-DG-11021600-021; CFDA #10.664

2022 Community Assistance Funding on Adjacent Lands-Hazardous Fuels Reduction Grant, Esterbrook, Grant # 22-DG-11021600-004; CFDA #10.697

2023 Community Assistance Funding on Adjacent Lands-Hazardous Fuels Reduction Grant, Esterbrook, Grant # 23-DG-11021600-040; CFDA #10.697

**BETWEEN
CONVERSE COUNTY FIREWISE
AND**

LOCAL GRANT PROGRAM ADMINISTRATOR-CONVERSE COUNTY

1. Parties. This Agreement is made and entered into by and between the Converse County Firewise Committee and Converse County, the Local Grant Program Administrator (LGPA).

2. Purpose. The purpose of this Agreement is to provide for the financial administration of the 2022 Western States Wildland Urban Interface Grant; 2022 Community Assistance Funding on Adjacent Lands Hazardous Fuels Reduction Grant, Esterbrook; 2023 Community Assistance Funding on Adjacent Lands Hazardous Fuels Reduction Grant, Esterbrook sub-awarded to the LGPA.

3. Term of Agreement. This Agreement shall commence upon the day and date last signed and executed by the duly authorized representatives of the parties to this Agreement and shall remain in full force and effect until August 31, 2025.

4. Responsibilities of the LGPA. The LGPA agrees to serve as a sub-recipient for Converse County Firewise for the purpose of receiving and disbursing funds from the State of Wyoming, Forestry Division. By this action, Converse County agrees to:

A. Establish a separate accounting record for both revenues and disbursements for Grants #22-DG-11021600-021, #22-DG-11021600-004 and #23-DG-11021600-040 amount not to exceed:
\$98,500.00 for Grant 22-DG-11021600-021
\$104,200.00 for Grant 22-DG-11021600-004
\$112,100.00 for Grant 23-DG-11021600-040

B. Provide for the disbursement of grant funds by accepting and processing reimbursement requests from the Converse County Firewise Coordinator. Requests may include anticipated expenditures for the following month.

C. Adhere to audit requirements in accordance with the provisions of OMB Circular A-133 should Converse County spend more than \$500,000 annually in federal assistance.

5. Responsibilities of the Converse County Firewise Committee. The Committee will be responsible for all other requirements as they relate to the administration of the above referenced grants. By this action, Converse County Firewise agrees to:

A. Submit an Annual Budget to the Converse County Commissioners by April 30, 2025.

B. Comply with Generally Accepted Accounting Principles (GAAP) in the administration of grant awards and provide Converse County a copy of financial records upon request.

C. Adopt and follow Converse County's policies for procurement.

This Cooperative Agreement may be modified or amended by written agreement between the Converse County Commissioners and Converse County Firewise. Each party shall have the right to terminate this Cooperative Agreement by giving at least one months' notice in writing to the other party at any time.

This agreement expires on August 31, 2025.

Signed: Tim Pexton

Date: Aug 11 2024

Tim Pexton, Chairman, Converse County Firewise

Signed: _____ Date: _____

Jim Willox, Chairman, Converse County Commission

Signed: _____ Date: _____

Joel Schell, Converse County Treasurer

Unapproved Minutes
Board of Commissioners of Converse County
August 6 and 7, 2024

The regular meeting was called to order at 8:10 a.m. on August 6, 2024. Present were Commission Chairman, Jim Willox; Commission Vice-Chairman Rick Grant; and Commissioners Mike Colling and Trent Kaufman; and County Clerk, Karen Rimmer. Commission Robert Short was excused to attend the Wyoming Congressional Tour.

Mr. Chris Caskey, Technical Services Director, provided departmental updates including subdivision applications and upcoming public hearings; Sage Park Major Subdivision will be forthcoming and is being reviewed by both the Planning and Zoning Commission and the Glenrock Town Council. Subdivision regulations were discussed pertaining to access and approaches. Other updates included ongoing HVAC issues county buildings; budgeted maintenance projects; new custodial personnel; survey projects and assistance to other departments; IT opened and closed tickets; Darktrace and MDR activity; and IT assistance to departments other entities. An overview of assistance with the 2024 Election was provided, as well as an overview of an on-call policy for Technical Services. Following discussion, Mr. Grant moved to approve the Converse County Technical Services On-Call Policy as presented effective September 1, 2024; Mr. Kaufman seconded; motion carried.

Mr. Grant moved to recess into Executive Session for W.S. 16-4-405(a)(ii) to consider the appointment, employment, right to practice or dismissal of a public officer, professional person or employee; Mr. Colling seconded, and the meeting recessed at 11:13 a.m. and reconvened at 11:27 a.m.; no action was taken.

The Commissioners interviewed Mr. Josh Butts as a candidate for the Converse County Tourism Board. Following the interview, Mr. Grant moved to appoint Mr. Josh Butts to the Converse County Tourism Board for an unexpired three-year term through June 2026; Mr. Kaufman seconded; motion carried.

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

Mr. Hal Hutchinson, Owner's Representative, and Mr. Tim Schenk, GSG Construction, provided updates regarding status of completion of landscaping at CCJJC Phase 2 Courts Addition, including the associated punch list, warranty items; minor repairs; FF&E; and the upcoming final change order and pay requests. Following discussion, Mr. Colling moved to accept the Certificate of Substantial Completion for Landscaping at the CCJJC Phase 2 Courts Addition with date of substantial completion being June 28, 2024; Mr. Grant seconded; motion carried.

Mr. Russ Dalgarn, Emergency Management Director, provided department updates including ongoing wildfires in the area; impacts in Converse County due to the Camporee taking place in Campbell County; and ongoing projects and budgeted items. No action was taken.

Mr. Todd Matson and Mr. Kenny Sisson, HDR Engineering, Inc., provided updates on major construction projects including Boxelder Road Reconstruction Project, Phases 1 and 2; Jenne Trail Reconstruction Project, Phases 2 and 3; and the John Lambert Subdivision project,

including status; warranties; overview of specific concerns relating to road material, pipelines, and dewatering; and potential change orders. The Commissioners directed HDR to moved forward with change order documents for consideration at a subsequent meeting. Mr. Grant moved to recess into Executive Session per W.S. 16-4-405(a)(vii) to consider the selection of a site or the purchase of real estate when the publicity regarding the consideration would cause a likelihood of an increase in price in relation to a public road project; Mr. Colling seconded, and the regular meeting recessed at 3:13 p.m. and reconvened at 3:25 p.m. No action was taken. Mr. Jason Wilkinson, Road & Bridge Superintendent, provided departmental updates including other road and department projects. Mr. Grant moved to recess into Executive Session pursuant to W.S. 16-4-405 (a)(ix) to consider matters concerning or receive any information classified as confidential by law; Mr. Colling seconded, and the regular meeting recessed at 3:13 p.m. and reconvened at 3:25 p.m. No action was taken. Mr. Kaufman moved to approve a bore permit for Bridger Pipeline LLC for CR46/Twenty Mile Creek Road for a 6” nominal welded steel pipeline in HDD bore; Mr. Colling seconded; motion carried. Mr. Colling moved to accept the quote from S&L Industrial for Converse County Road Striping in the amount of \$139,657.66 for Irvine Rd; Ross Rd; Brownfield Rd/Robin Lane; Anderson Dairy Rd; Inez Rd; Natural Bridge Rd; and Deer Creek Rd; Mr. Grant seconded; motion carried.

The Commissioners acknowledged a salary increase for one Detention Deputy and authorized the increase to be retroactive to June 1, 2024. It was noted for the record that the leadership failed to submit the request for a salary increase in a timely manner.

Mr. Willox opened a public hearing at 3:30 p.m. to consider Resolution 15-24 authorizing the transfer of general funds and amending the appropriations for the FY2024 Converse County Budget in the amount of \$464,000. An overview was provided by Ms. Karen Rimmer, County Clerk; the amendment to the Public Health Fund is necessary due to unanticipated increased costs and demand for vaccinations, and the amendment to Depreciation Reserve is necessary and was anticipated due to the decision to purchase certain Road & Bridge equipment outright versus leasing the equipment. No written or public comments were received in favor or opposition of the resolution; the public hearing closed at 3:36 p.m. Mr. Kaufman moved to approve and adopt:

RESOLUTION 15-24

**A RESOLUTION OF THE CONVERSE COUNTY BOARD OF COMMISSIONERS
TRANSFERRING UNENCUMBERED OR UNEXPENDED APPROPRIATION BALANCES
FROM THE GENERAL FUND TO ANOTHER FUND(S) AND AMENDING THE
APPROPRIATIONS FOR FY2024 BUDGE OF THE COUNTY OF CONVERSE, WYOMING
IN THE TOTAL AMOUNT OF \$464,000**

WHEREAS, on July 9, 2024, the Board of County Commissioners for Converse County, Wyoming (County) adopted the annual appropriation of Converse County for the fiscal year July 1, 2024 through June 30, 2025; and

WHEREAS, Converse County, pursuant to Wyo. Stat. § 16-4-112, may transfer any unencumbered or unexpended appropriation balance or part thereof from one fund to another upon the request of the County Budget Officer; and

WHEREAS, the transfer of the unexpended appropriations to the general fund is permissible under Wyo. Stat. § 16-4-112 and the budget of the general fund may be increased pursuant to Wyo. Stat. § 16-4-113; and

WHEREAS, the County Clerk, as the County Budget Officer, requests the transfer of unencumbered or unexpended appropriation balances to funds with overages to funds in need of additional appropriations to not cause overages.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF CONVERSE COUNTY, WYOMING:

Section 1. That the following amendments are to be made to the Converse County Fiscal Year 2023-2024:

From the General Fund Increase:

Health Department, Fund 100.04018	\$103,000.00
Depreciation Reserve, Fund 100.04022	\$361,000.00

Section 2. The above amendments in the amount of four hundred sixty-four thousand dollars (\$464,000.00) are to be adjusted to the County's Fiscal Year 2024 (2023-2024) Approved Budget.

PASSED, APPROVED AND ADOPTED this 6th day of August 2024.

/s/ James H. Willox, Chairman

ATTEST:

/s/ Karen Rimmer, County Clerk

Mr. Grant seconded; motion carried.

The minutes of the July 16, 2024, regular meeting and the July 23, 2024, Special Meeting minutes were approved and ordered filed.

Mr. Colling moved to approve monthly warrants for July: \$6,071,272.08: 307 Healing Waters 60 Wellness; A Diamond Trucking 20807.50 Road Maint; AT&T 3128.38 Utilities; A1 Towing 195 Tow; Ace Calibrations 351 Inspections; Airgas 45.93 Rental; Alcohol&Drug Testing Services 90 Prem Empl; Allen, Misti 43.76 Training; ALSCO 1903.66 Janitorial; Anderson, Kathryn 50 Training; Armstrong, Lucinda 25 Training; Atlas Office Products 3985.87 Supplies; Atlas Premier Service 1421.71 Leases; Atlas Reproduction/PEAC 127 Leases; B&B Leasing Co 1214.69 Leases; Baldrey, Donna 25 Training; Barnes Law 132 Juve Legal; Baughman, Jessica 25 Training; Bauguess, Hannah 48.45 Training; Benedetta, Candace 41.75 Training; Bernstein, Tricia 98.20 Copies; Big Country Rehab 200 Prem Empl; Big Horn Tire 1135.60 Supplies; Bishop, Victoria 25 Training; Bison Pump&Supply 3901.24 Supplies; Black Hills Energy 4379.40 Utilities; Blackburn Cattle 78445 Road Maint; Blackburn, Sheri 41.08 Training; Blakeley, Shari 120.40 Training; Bliss, Mary 549.40 Mileage; Bloedorn Lumber 503.28 Supplies; The Body Shop 193 Wellness; Bomgaars 843.31 Supplies; Bonanza Earth Relocators 74965 Road Maint; Boner Bros Partnership 51468.75 Road Maint; Boner, Tracy 25 Training; Boord, Jeannie 32.37 Training; Booth, Maggie 29.69 Training; Boyer, Bryan 25 Training; Boyer, Tami 25 Training; Boys&Girls Club of Douglas 4583.33 Allocation; Bright, Joe 46646.80 Road Maint; Brown, Kenneth 888 Juve Legal; Brown, Ramona 25 Training; Bryan C Cropper DMD PC 475

Inmate Svc; Budget Blinds of Casper 300 Svcs; Burbach's Refrigeration 816.77 Svcs; Buyers Barricades 39330 Supplies; C&K Equip 1789.27 Repairs; Campbell, Cynthia 25 Training; Carquest Douglas 993.73 Supplies; Carr, Brenda 25 Training; Carr, Geri 34.94 Supplies; Caskey, Shelly 40.20 Mileage; Caster, Janet 50 Training; CDW Gvmt 18075.01 Supplies; Cellebrite 11560.80 Subcrip; Central Truck&Diesel 7984.37 Maint; CenturyLink 8605.06 Utilities; Certain Serenity Massage 180 Wellness; Chalk Buttes Diag Imaging 27.26 Inmate Svc; Chord 7290.45 Supplies; Cielinski, Melanie 89.53 Training; CIGNA 187582.46 Insurance; City of Douglas 4318.61 Utilities; Clover Propane 16.45 Supplies; Coca Cola Bottling Co 35 Water; Cole, Linda 25 Training; Colorado Auto Supply&Equip 45.13 Supplies; Conkle, Courtney 1755 Exp Reimb; Converse County Fair Board 33568.17 Allocation; Converse County Firewise 5000 Allocation; CCSD#1 200 Rental; Converse County Search&Rescue 225 Retirement; Converse County Sheriffs Office 39212.28 Fund Transfer; Cornerstone Detention 17075 Agrmt; Cowardin, Darcey 249.24 Mileage; Cowboy Chemical 681.15 Supplies; Cowboy Supply House 699 Supplies; Croell 2278.38 Road Maint; Cross Consulting 5000 Svcs; Curley, Cynthia 25 Training; Darktrace 56382 Subcrip; Decker Auto Glass 182.67 Supplies; Delta Dental of WY 10407.30 Insurance; Dilts, Jerry J 2200 Rental; Double Y 173.57 Supplies; Douglas Budget 3525.38 Notices; Douglas Business Center 68.25 Supplies; Douglas Feed 156.04 Supplies; Douglas Grocery 109.64 Supplies; Douglas Hardware 472.51 Supplies; Doyle, Kellynne 574.74 Exp Reimb; DRU Consulting 1500 Consulting; Dugan, Melody 25 Training; Dustbusters 325469.96 Road Maint; EWC/Douglas 84 Svcs; Edwards, Joanna 360 Wellness; Election Systems&Software 21525.68 Renewal; Connecting Dots 4498.41 Consulting; Emery Septic 1320 Svcs; Engebretsen, Mary 65.20 Training; The Enterprise 10833.33 Allocation; Etchemendy, Jean 48.45 Training; Evans, Mary 245.22 Mileage; Ewing, Wyatt 25 Training; The Eye Institute of Wy 200 Inmate Svc; FDL Consulting 11500 Architectural; Fenster, Nancy 118.88 Training; Ferns, Gloria 25 Training; Firinne Polygraph 250 Prem Empl; Fish's Plumbing 475.50 Repairs; Floyd's Truck Center WY 1608.08 Supplies; Freestone Midstream 2083.10 Road Maint; Fulton, Michael 25 Training; Fulton, Patricia 25 Training; G-Fab Welding 2392.50 Road Maint; Gary's Locksmithing 417.75 Svcs; Geotec Industrial Supply 71785.88 Road Maint; Gibson's Custom Towing 200 Tow; Gibson, Tsipi 25 Training; Glaxosmithkline 5030.38 Supplies; Glenrock Recreation District 200 Rental; Glenrock Independent 35 Subcrip; Gomez, Juile 25 Training; Gorman Funeral Homes 3219 Allocation; Grabow, Ellen 25 Training; Grainger 505.61 Supplies/Parts; Granite Telecommunications 1256.46 Utilities; Grant, Richard 88.44 Mileage; Gray, Diane 25 Training; GreatAmerica Financial 335 Leases; Greenwood Mapping 672 Mapping; Greiner Ford 1876.26 Repairs; GSG Architecture 1946.64 PhaseII; H&J Trucking 42340 Road Maint; Haefele, Zora 25 Training; Halvorsen, Ruthie 92.88 Training; Hanlon, Cynthia 60 Wellness; Hansen, Dixie 31.70 Training; Hansuld, Tia 487.50 Training; Harmon, Andrew 25 Training; Harris, Kathi 25 Training; Harris, Rebecca 25 Training; Haskins, Richard 69.22 Training; HDR Engineering 204623.77 Road Maint; Hewlett, Jedidiah 310.50 Exp/Mileage; High Country Behavioral Health 906.25 Inmate Svc; Hilbird, Leslie 25 Training; Hilltop National Bank 326 Maint; Hilyard, Annette 25 Training; Hollenback, Michael 25 Training; Homax Oil 54203.64 Fuel/Supplies; Horr, Amanda

130.40 Training; HUB Intl 2500 Consulting; HUB Intl Mtn States 123558 Renewal; Hutchinson, Hal 2045 Svcs; Huxtable, Dixie 218.42 Mileage; ICS Jail Supplies 2381.25 Inmate Svc; Igo Oil Field Service 95047.50 Road Maint; Institutional Eye Care 56 Inmate Svc; Intoximeters 305 Supplies; Jackson, Arlene 25 Training; Jepson, Janette 25 Training; Jerrys Welding 1306.97 Supplies; JM Trucking 41687.50 Rd Maint; Joe Dirt&Gravel 18922.50 Rd Maint; Johnson, Kaye 25 Training; Joyful Living Massage&Wellness 300 Wellness; K2 Technologies 4506.97 Svcs; KCK 39512.50 Rd Maint; KDF Water 1170 Road Maint; Kelly, Thomas 4237.50 Permits; Kenkel, April 33.50 Mileage; Kingery, Debra 25 Training; Kingery, Leroy 25 Training; Kleemeyer, Rebecca 43.76 Training; Knife River 684380.42 Rd Maint; Koss Eric 17.80 Exp Reimb; Kron, Gina 25 Training; Kuhn, Christina 25 Training; Laird, Kambri 30 Svcs; Langer, Misty 59.38 Training; Langston, Margaret 25 Training; Laramie Peak Humane Society 3322.62 Allocation; Laramie Range Water Treatment&Plumbing 384.50 Water/Rentals; Larimer County Coroner 750 Svcs; Laursen, David 37.05 Mileage; Layher, Carolyn 25 Training; Leisure Interactive 3832 Renewal; Lewis, Kelly 25 Training; Lexisnexis 2030.10 Subcrip; Luhrsen, Candace 25 Training; Luhrsen, Donal 30.36 Training; Mark Hardee Attorney 494.71 Juve Legal; Massage Therapy 360 Wellness; The Master's Touch 8285.92 Svcs; McKesson Medical 1708.38 Supplies; McKillip Trucking 21242.50 Road Maint; MHCC 463972.75 Svcs; Merback Award 30.20 Supplies; Mill Iron Diamond Ranch 715 Road Maint; Miller Property Maint 57492.50 Road Maint; Miller, Crimson 2 Exp Reimb; Mitchell, Kristina 32.37 Training; Moore's Heavy Equipment Services 177.14 Supplies Moore, Joanne 25 Training; Mosier, Mary 25 Training; Motorola Solutions 41438.46 Svcs; Mountain Retreat Massage 120 Wellness; Mountain States Lithographing 6153.35 Printing; Mountain West Technologies 104.95 Utilities; NAPA-Glenrock 10.69 Supplies; Natl Institute for Jail Operations 10025 Renewal; Natrona County Sheriff Office 195 Juve Housing; Niobrara County Public Health 525 Svcs; Niobrara Electric Assoc 50.07 Utilities; NMS Labs 318 Autopsy; Norco 400.91 Supplies; Norman, Sharyl 25 Training; NorMont Equipment 2815.63 Supplies; North, Michael 25 Training; O'Reilly Automotive 133.53 Supplies/Parts; ODP Business Solutions 824.06 Supplies; OffenderWatch 113.88 Notifications; Office Ally 49.95 Notifications; Oftedal Construction 2324028.57 Road Maint; Oil City Paving 57000 Svcs; Oliverius, Mary 25 Training; Olsen, Christie 21170 Road Maint; Onsolve 7742.02 Renewal; Palen Law Offices 6264 Juve Legal; PartsOne 28.22 Supplies; PartsOne 151.48 Supplies; Pauli, Susan 25 Training; Peak Fitness 300 Wellness; Penfield, Karla 25 Training; Peterbilt of WY 4178.16 Supplies; Philbrick Trucking 18125 Road Maint; Pirnie, Tracy 25 Training; Pitney Bowes 91.29 Supplies; Plainsman Printing 1057.24 Supplies; Potter, Amy 25 Training; Powell, Gwen 25 Training; PowerDMS 9600 Subcrip; PRIA 120 Renewal; Price Pumping 36975 Road Maint; Price Trucking 20155 Road Maint; Principal Life Ins 5211.86 Insurance; Pueblo County Sheriff's Office 600 Registration; Quadient Finance 3000 Postage; Questica 42000 Software; Quill Corp 782.91 Supplies; R&R Rest Stops 168 Road Maint; R&S Northeast 456.33 Supplies; Range 1527.76 Utilities; Reaper Logistics 71122.50 Road Maint; Reed, Billie 31.70 Training; Reed, Connie 25 Training; Repshire, Sarah 31.03 Training; Rice, Tera 33.04 Training; Ricker, Stacey 34.38 Training; Roberts, Matthew 25 Training; Rocky

Mountain Power 27214.47 Utilities; Rocky Mountain Wash 418.25 Svcs; Rons Supply 10864.97 Supplies; Russ's Towing&Recovery 244 Aban Veh; Sams Club 1238.30 Supplies; Sanofi Pasteur 389.86 Supplies; Schaneman, Susan 25 Training; Schell, Joel 134 Mileage; Sea Lion Splash 2500 Svcs; Secretary of State 60 Renewal; Shattos Frontier Drug 3888.93 Inmate Svc; Shaver, Kerri 25 Training; Shepherd, Johnna 151.42 Mileage; Short, Lynne 25 Training; Short, Robert 1906.56 Exp Reimb; ShredAmerica 676.28 Svcs; Shuler Kristy 67 Mileage; Six Robbles 2504.34 Supplies; Smith, Megan 25 Training; Stark, Deniz 58.50 Training; State of Wy 46.83 Svcs; Steele, John 25 Training; Steeley, Gerald 25 Training; Steiger, Daniel 130.20 Exp Reimb; Stinson Lawn Care 11178.00 Svcs; Summit Food 19255.21 Inmate Svc; Swenson, Donna 25 Training; Szramkowski, Katherine 25 Training; T-Mobile USA 50 Utilities; Teal, Jo 25 Training; Tegeler&Assoc 750 Renewal; Tille, Jordann 25 Training; Tim Force Tin Shop 18500 Svcs; Top Office Products 1304.35 Supplies; Town of Glenrock 1091.82 Utilities; Trane US 1061.67 Maint; TW Enterprises 1615.65 Maint; Twiford, Calvin 9402.08 Road Maint; Tyler Tech 6848.57 Maint/Licensing; USPS 1178 Postage; Uline 341.19 Supplies; UW 4-H in Converse County 2145.47 Supplies/Reimb; Varland, Elizabeth 25 Training; Verizon Wireless 611.91 Utilities; Visa 19621.30 Misc/Travel/Supplies; Visionary 1347.73 Utilities; Vrooman, Kyra 67 Mileage; Vyve 230.93 Utilities; Ware, Danneil 25 Training; Wildflower Yoga 120 Wellness; Willox Jim 2479.46 Exp Reimb; Willox, Tione 25 Training; Wilson, Amy 25 Training; Woehl, Connie 25 Training; Wolfe, John 25 Training; Wright, Trevor 26.06 Exp Reimb; WY Behavioral 2262 Inmate Svc; WY Child&Family Development 1166.66 Allocation; WCCA 23889 Dues; WY Dept of Agriculture 100 Renewal; WYDOT 1490 Plates; WY Machinery 9203.81 Svcs; WY Medical Center 1731 Inmate Svc; WY Office of Guardian ad Litem 10614.93 Svcs; Wy Extinguisher 77.50 Maint; Xerox Financial 1788.30 Leases; York, Linda 30.03 Training; Youth Development 3750 Allocation; Z Lazy Y Trucking 31030 Road Maint; Zempel, Elaina 25 Training; monthly reports for July: Clerk \$54,886.02; Public Health \$9,135.49; Road & Bridge \$95,488.72; June Monthly Reports: Public Health Corrected \$12,054.77; Sheriff \$2,346.32; NOVC 2024-0213 Ballard Petroleum Holdings LLC, \$5.10 tax year 2021; Mr. Grant seconded; motion carried.

Mr. Kaufman moved to request that the County Clerk and County Treasurer submit their annual abstract reports to the Board of County Commissioners pursuant to W.S. 18-3-515 by no later than September 30, 2024; Mr. Colling seconded. It was stated for the record that this information has always been provided, but this motion brings the County into compliance with statute; motion carried.

Mr. Colling moved to approve the Memorandum of Understanding between the County Clerk and Converse County School District No. 2 (CCSD#2) for use of the Glenrock Jr./Sr. High School gymnasium as a backup location for the Glenrock Rec Center for the Primary and General Elections for a fee of \$100 per election; Mr. Kaufman seconded; motion carried.

Mr. Kaufman moved to approve the lease agreement between Converse County and Skills Driving LLC to conduct driver training courses for a small group of students for a local employer on August 21 and 22, 2024, for a total cost of \$500.00; Mr. Grant seconded; motion carried.

Mr. Colling moved to approve the proposal from Steiner-Thuesen PLLC for Construction Management of the Ayres Natural Bridge Irrigation System Replacement Project in the amount of \$29,732.00; Mr. Grant seconded; motion carried.

Mr. Colling moved to approve the proposal from Steiner-Thuesen PLLC for Permitting Services for a PCN (Pre-Construction Notification) nationwide permit through the Wyoming Regulatory Office of Army Corp of Engineers in the amount of \$3,666.00; Mr. Kaufman seconded; motion carried.

The regular meeting recessed at 4:55 p.m. and reconvened on August 7, 2024, at 8:00 a.m. Mr. Robert Short, Commissioner, joined the meeting.

The Commissioners met with representatives of the Glenrock Golf Course regarding the Glenrock Golf Course's Clubhouse Reconstruction Project, for which the Commissioners allocated Community Service Grant "Aid to Others" funds during FY2025. The Aid to Others contract was discussed as well as processes; building design plans; demolition; and Glenrock Golf's intent to engage with an architectural firm. No action was taken.

A County business review meeting began at 9:00 a.m. including elected officials, department heads, and supervisors of county departments. Topics included upcoming trials; subdivision applications; County and State Fair updates; job postings and new employees; various completed and upcoming trainings; grant opportunities; Natural Bridge activities and visitors; policy and regulation revisions; major road and building construction projects; election updates; and an overview of the 2024 Congressional Tour. No action was taken.

The Commission interviewed Ms. Gwen Powell as a candidate for the Glenrock Solid Waste Disposal District (GSWDD). Following the interview, Mr. Short moved to appoint Ms. Gwen M. Powell to the GSWDD for a full three-year term from 2024 to August 2027; Mr. Kaufman seconded; motion carried.

Mr. Willox opened a public hearing at 10:30 a.m. to consider the application for the Buckshot Minor Subdivision, addressed as 120 SH59, and owned by PBR Holdings LLC. An overview provided by Ms. Tory Walsh, Special Projects Coordinator. The application was received in October 2023 and was reviewed by the Planning and Zoning Commission at their regular meetings in February, April, and June of 2024. A septic violation was discovered and has since been corrected and permitted through the County. Ingress and egress to lots; utility easements in place; fencing; and addressing of lots were all discussed. One written comment recommending plat revisions was received from Arthur Schubert, County Surveyor; all noted concerns have been resolved. Plat notes are also recommended in order to incorporate City of Douglas Resolution 2024-02 acknowledging further development must comply with the City of Douglas Master Plan. The Commission would prefer that addressing become a part of the subdivision application process versus addressing after approval. There were no public comments in favor or opposition of the application. The public hearing closed at 10:48 a.m. Mr. Grant moved to approve the application to vacate Lots 1, 2, and 3 of Buckshot Minor Subdivision and replat the same into Lots 5, 6, and 7, with the following conditions: Buckshot Road must create a 60' private road easement into Lot 7; all unlabeled items listed on the Plat within Lot 6 must be labeled and

identified; and add Plat Note No. 13 to state incorporate City of Douglas Resolution 2024-02 acknowledging further development must comply with the City of Douglas Master Plan.; Mr. Short seconded; following discussion, motion carried.

Mr. Short was excused from the remainder of the meeting.

Mr. Willox opened a public hearing at 11:00 a.m. to consider revising the Converse County Wind Energy and/or Solar Energy Regulations. An overview of the changes was provided by Ms. Tory Walsh, Special Projects Coordinator, as well as a recommendation to delay approval until formal legal review is completed by the County Attorney’s Office. The regulation revisions as presented were reviewed and discussed; additional changes were proposed. There were no written or public comments received in favor or opposition of the proposed revisions. The public hearing closed at 11:14 a.m. The Commissioners directed Ms. Walsh to make the additional changes and present the final draft to the County Attorney for legal review. It is the Commissioner's intent to consider the resolution and regulations for approval at the second meeting in August. No action was taken.

The Commission interviewed Mr. Robert Roster as a candidate for the Converse County Library Board. Following the interview, Mr. Colling moved to appoint Mr. Robert Roster to the CC Library Board for the remainder of a three-year term through June 30, 2027; Mr. Kaufman seconded; motion carried.

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

Mr. Colling moved to approve and adopt:

RESOLUTION 14-24

**A RESOLUTION OF THE CONVERSE COUNTY BOARD OF COMMISSIONERS
ORDERING THE 2024 MILL LEVY FOR FY2025**

WHEREAS, per W.S. 39-13-102(g), the Converse County Board of Commissioners (“Board”) herewith enters into the record its order certifying tax levies for the collection of requisite taxes for fiscal year 2024-2025; and

WHEREAS, on the 9th day of July 2024, the Board adopted a County budget for FY2025 ending June 30, 2025 calling for the following appropriations; and

	Appropriations
General Fund	\$70,677,023

WHEREAS, after deducting all other cash and estimated revenue, it is necessary that the following amount be raised by general taxation, and in order to raise such sum of money, it is necessary that a levy be made for FY2025 ending June 30, 2025, as shown:

	Estimated Amount to be Collected	Mill Levy
General Fund	\$23,332,156	12.000

NOW THEREFORE, BE IT RESOLVED by the Board of Converse County Commissioners that the aforementioned levy be made for FY2025 ending June 30, 2025.

PASSED, APPROVED, AND ADOPTED this ____ day of August 2024.

BOARD OF COMMISSIONERS
CONVERSE COUNTY, WYOMING:

/s/ James H. Willox, Chairman

ATTEST:

/s/ Karen Rimmer, County Clerk

Mr. Grant seconded; motion carried with Commissioner Kaufman opposing the motion.

Mr. Grant moved to approve 2024 mill levies for FY2024 as requested by each special district: BOCES District #1 EWC 0.500; BOCES District #1 Gillette-Northeast 0.400; BOCES District #1 Thermopolis-Northwest 0.100; BOCES District #2 0.500; CCSD #1 Foundation 12.000; CCSD #2 Foundation 12.000; County-wide School District #1 6.000; County-wide School District #2 6.000; Special School District #1 25.000; Special School District #2 25.000; Recreation District #1 1.000; Recreation District #2 1.000; City of Douglas 8.000; Town of Glenrock 8.000; Town of Rolling Hills 8.000; Converse County Weed & Pest 0.351; Converse County Conservation District 0.205; Glenrock Area Solid Waste Disposal District 2.000; Converse County Senior Citizens District 0.780; Glenrock Hospital District 3.000; and Glenrock Cemetery District 3.000; Mr. Kaufman seconded; following discussion, motion carried.

Mr. Grant moved to acknowledge and concur with the 2024 Report of Converse County Valuations, Levies, and Taxes as prepared by the Converse County Assessor; Mr. Colling seconded; motion carried.

Mr. Colling moved to approve the Findings, Opinion, and Decision of the Commissioners regarding the application of Settler Wind, LLC for the Settler Wind LLC Winde Energy Conservation System (WECS) Permit; Mr. Kaufman seconded; motion carried 4-0 with Mr. Grant recusing himself and abstaining from the vote.

The Commissioners considered an application submitted by WRC Energy LLC for a lay flat line along CR31 Ross Road and CR34/Jenne Trail Road. Lengthy discussion followed regarding considerations to revise the application and requirement, which to date have not officially changed; as well as property rights; industry rights; and public good. Mr. Kaufman moved to approve the application for a lay-flat water line from WRC Energy LLC for 11.7 miles of line along CR31/Ross Road and CR34/Jenne Trail; Mr. Colling seconded. It was stated for the record that the applicant has agreements in place with six of the eight landowners along the route, which is entirely within the County's right of way, and that the applicant has implemented safety precautions. It was also stated a Verified Complaint for Declaratory Judgement has been filed against the applicant by one landowner. No further discussion and motion carried.

The regular meeting adjourned at 1:40 p.m.

A regular meeting of this Board will be held on August 20, 2024, at 8:00 a.m., unless otherwise posted, at the Converse County Courthouse within Commission Chambers, located at 107 N. 5th Street, Douglas, Wyoming. The public is invited to attend. To get on the agenda, call the Clerk's Office by the Thursday before the meeting. Per W.S. §18-3-516(f), access to county information can be obtained at www.conversecountywy.gov or by calling the County Clerk's Office at (307) 358-2244.

James H. Willox, Chairman

Karen Rimmer, County Clerk

Publish: August 14, 2024, Douglas Budget & Glenrock Independent