

Approved Minutes
Board of Commissioners of Converse County
January 6 and 7, 2026

The regular meeting was called to order at 8:07 a.m. on January 6, 2026. Present in person were Commission Chairman, Jim Willox; Commission Vice-Chairman Rick Grant; and Commissioners Robert Short, Trent Kaufman, and Donald Blackburn. County Clerk, Karen Rimmer, was present remotely.

The Commissioners reviewed all warrants and documentation presented for the meeting. No action was taken.

Mr. Grant moved to recess into Executive Session pursuant to 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. Mr. Short seconded, and motion carried. The regular meeting recessed at 9:38 a.m. and reconvened at 10:01 a.m.; no action was taken.

Mr. Chris Caskey, Technical Services Director, provided departmental updates including Special Projects and an illegal subdivision that they are working through; multiple ongoing maintenance projects for County facilities; and updates on County Surveyor, GIS, IT, and janitorial. No action was taken.

Mr. Jason Wilkinson, Road & Bridge Superintendent; Mr. Dave Shaw, Road & Bridge Special Projects; and Mr. Todd Mattson and Kenny Sission, HDR Engineering, provided multiple departmental updates. Mr. Shaw provided an update on the current and prior CMAQ (Congestive Mitigation Air Quality) projects; following discussion, Mr. Grant moved to accept the Final Acceptance Certificate for the CMAQ CM25202 FY25 Dust Suppression Project as of January 6, 2026; Mr. Short seconded; motion carried. Mr. Mattson provided an overview of the status of major road construction projects. The Jenne Trail Road Reconstruction Project, Phase 3, will go to bid this week, and the Wyoming Office of State Lands and Investments has preliminarily approved a one-year Temporary Use Permit for Construction Activity for this project; final consideration will occur on February 5, 2026. Discussion followed regarding various requests from landowners along the route of the project, including approaches, auto gates (cattle guards), gates, and conduits. It was stated for the record that the landowners have been pleasant to work with. Mr. Short moved to recess into Executive Session pursuant to 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. Mr. Kaufman seconded and motion carried; the regular meeting recessed at 11:57 a.m. and reconvened at 12:08 p.m. No action was taken. Discussion continues regarding the LaPrele Dam Irrigation District dam reconstruction project and the County's efforts to purchase lands adjacent to Natural Bridge Park and the dam project. Mr. Wilkinson presented policies establishing guidelines for stop work and clean work areas; following discussion, Mr. Kaufman moved to approve the Road & Bridge policies for Stop Work and Clean Work Areas as presented; Mr. Short seconded; motion carried.

The minutes for the December 16, 2025, regular meeting and Executive Sessions were approved and ordered filed.

Mr. Kaufman moved to approve December warrants in the amount of \$4,036,745.41: 307 Shirts&More \$72 Svcs; 5 ACES Printing \$2,522.92 Printing; A Diamond Trucking \$13,710 Road Maint; AT&T \$2,369.24 Utilities; A1 Towing&Recovery \$385 Svcs; Advanced Animal Clinic \$30 Svcs; Advanced Geotechnical \$18,240 Road Maint; Airgas \$58.11 Svcs; Alcohol & Drug Testing Services \$500 Svcs; ALSCO \$2,210.04 Svcs; Amazon \$7,223.30 Supplies; Anderson Jennifer \$192.15 Mileage; APCO International \$82 Dues; Arete Design Group \$19,312.78 Contract; Arrow Electric \$471.42 Svcs; Artistic Custom Badge \$418.70 Supplies; Atlas Office Products \$1,732.58 Supplies; Atlas Premier Service \$1,024.34 Lease; Atlas Reproduction/PEAC \$1,186.85 Lease; B & B Leasing Co \$1,285.97 Lease; B&B Aggregates \$472,500 Road Maint; Barnes Law \$264 Legal; Bennett, Sandra \$129 Svcs; Big Horn Services \$430 Svcs; Big Horn Tire \$11,178 Svcs; Bison Pump & Supply Inc \$2,942.98 Supplies; Black Hills Energy \$16,185.30 Utilities; Blackburn Cattle \$19,800 Road Maint; Blackburn, Donald \$254.58 Tech Reimb; Blend Coffee \$200 Wellness; Bliss, Mary \$273 Mileage; Bloedorn Lumber \$291.64 Supplies; Blue Collar Logistics \$17,280 Road Maint; Bob Barker Company \$813.75 Supplies; The Body Shop \$275 Wellness; Bomgaars \$822.84 Supplies; Bonanza Earth Relocators \$45,270 Road Maint; Boner Brothers \$3,975 Road Maint; Boys & Girls Club of Douglas \$7,375 Allocation; Brown, Kenneth \$216 Legal; Bryan C Cropper DMD PC \$190 Inmate Med; Budget Blinds of Casper \$400 Svcs; Carquest \$3,667.23 Supplies; CDW \$404.23 Equip; CentralTruck&Diesel \$10,381.14 Parts/Svc; CenturyLink \$5,239.42 Utilities; Certain Serenity Massage \$240 Wellness; Cigna Health \$380,649.64 Wellness; City of Douglas \$2,215.05 Ins; CivicPlus \$11,582.72 Utilities; CleverPath \$4,708.69 Svcs; Coca Cola Bottling \$29.25 Supplies; Colorado Automotive Supply \$132.04 Parts; Communication Technologies \$1,463.50 Svcs; Converse County Firewise \$5,100 Allocation; Converse County Search&Rescue Unit \$187.50 Retirement; Converse County Sheriffs Office \$38.00 Supplies; Converse Hope Center \$7,500 Allocation; Cowboy Chemical \$902.25 Supplies; Cowboy Supply House \$522.77 Supplies; Davies, Michael \$150 Reimb; Decker Auto Glass \$2,107.30 Svcs; Delta Dental \$11,901.50 Insurance; Dept of the Interior \$1,050 Contract; Dilts, Jerry \$2,265 Rent; Douglas Business Center \$204.75 Supplies; Douglas Community Club \$12,500 Allocation; Douglas Feed \$125 Wellness; Douglas FR&Embroidery \$528 Supplies; Douglas Grocery \$60.29 Supplies; Douglas Hardware \$424.50 Supplies; Douglas Med Spa \$60 Wellness; Douglas Tire Center \$8,121.48 Supplies; DRU Consulting \$2,125 Legal; E Benefits \$178.75 Ins; Earth Work Solutions \$247,268 Road Maint; Election Systems&Software \$876 Equip; The Enterprise \$31,999.05 Allocation; ESRI \$460 Svcs; Fastenal \$282.93 Supplies; FDL Architecture \$3,545.92 Svcs; Five Star Print and Promo \$816.55 Supplies; Floyd's Truck Center \$271.77 Supplies; FORCE America Distributing \$1,210.35 Supplies; Frazer Frigeration \$110 Svcs; Frontier Upfitting \$1,870 Svcs; Glaxosmithkline Financial \$4,575.17 Supplies; Glenrock Golf Club \$92,322.90 Svcs; Glenrock Main Street \$30,000 Allocation; Glenrock Super Foods \$99.98 Supplies; Gorman Funeral Homes \$3,380 Allocation; Grainger \$4,214.87 Supplies; Granite Telecommunications \$1,804.53 Utilities; Grant, Richard \$54.60 Mileage; Great America Financial \$236.06 Lease; H&J Trucking \$10,440 Road Maint; Hanlon, Cynthia \$120 Wellness;

HDR Engineering \$178,506.67 Road Maint; Heintz Surveying \$3,510 Svcs; Hewlett, Jedidiah \$150 Reimb; High Country Behavioral Health \$5,416.66 Allocation; Hilltop National Bank \$308 Ins; Homax Oil Sales \$42,268.43 Svcs; Igo Oil Field \$14,790 Road Maint; IMA \$7,916.66 Svcs; Inner Strength Therapeutic Massage \$120 Wellness; International Academies \$225 Svcs; Interstate Power Systems \$1,252 Svcs; Jackson Group Peterbilt \$722.21 Parts; Jerry s Welding-Steel Fab \$300.64 Parts/Svcs; Justin Miller Trucking \$33,590 Road Maint; Kaspar Air Solutions \$13,990 Svcs; Kaufman, Trent \$969.51 Tech Allow; KCK \$12,550 Road Maint; Kelly's Alignment \$535 Svcs; Kings Coat Painting \$7,380 Svcs; Knife River \$475,723.33 Road Maint; Koss, Eric \$2,383.85 Labor; Laramie Peak Humane Society \$2,083.33 Allocation; Laramie Range Water \$49 Svcs; Legend Services \$18,390 Road Maint; Lexisnexis \$1,916 Subscrip; Loco Luna \$16,400 Road Maint; Loenbro \$2,375.43 Svcs; Lopez, Jaqueline \$35 Mileage; Magnet Forensics \$9,540 Contract; Mark Hardee Attorney \$1,151.60 Legal; Massage Therapy by Silke Hodges \$480 Wellness; The Master's Touch \$383.33 Svcs; Matthiesen, Lindsey \$1,375.75 Svcs; Maverick Oilfield Services \$2,610 Road Maint; McKesson Medical \$504.58 Supplies; McKillip Trucking \$18,870 Road Maint; Memorial Hospital \$302,068.81 Allocation; Moore's Heavy Equipment \$26,120.18 Parts; Moose Lodge \$5,512 Empl Appreciation; Motion and Flow Control Products \$202.50 Parts; Motorola Solutions \$5,171.32 Svcs; Mountain Health \$6.22 Svcs; Mountain Retreat Massage \$60 Wellness; Mountain States Lithographing \$1,296.98 Supplies; Mountain West Technologies \$104.95 Utilities; N-ear Pro\$1,312.13 Supplies; Newman Signs \$365.40 Parts; Niobrara Electric \$79.40 Utilities; NMS Labs \$507 Svcs; Norco \$1,295.72 Supplies; O Reilly Automotive \$167.42 Supplies; ODP Business \$145.70 Supplies; Offender Watch \$110.66 Svcs; Olsen, Christie \$11,930 Road Maint; Outpatient Radiology \$3,226.99 Inmate Med; Palen Law Offices \$2,728 Legal; Parts One \$512.38 Parts; Peak Fitness \$350 Wellness; Peterson, Amber \$51.01 Reimb; Pimentel, Esther \$70 Mileage; Pitney Bowes \$334.83 Supplies; Plainsman Printing \$3,651.67 Supplies; Pope Construction \$275,339.45 Contract; Porter, Muirhead, Cornia&Howard \$35,000 Contract; Powder River Heating \$700 Svcs; PRIA \$170 Svcs; Price Pumping \$4,350 Road Maint; Price Trucking \$10,210 Road Maint; Principal Life Insurance \$3,607.63 Ins; Pure Raine Salon \$1,060 Wellness; PV Business \$298.50 Svcs; Quadient Leasing \$876.48 Lease; Quill Corporation \$447.36 Supplies; R & R Rest Stops \$370.50 Svcs; Range \$1,524.17 Supplies; Reaper Logistics \$24,800 Road Maint; Richardson Construction \$449,701.81Contract; Ricoh USA \$12.81 Svcs; Rocky Mountain Power \$23,669.99 Utilities; Rocky Mountain Wash \$72.35 Svcs; Ron s Supply \$43.99 Supplies; Russ's Towing&Recovery \$150 Aban Veh; Safety Kleen \$339.96 Supplies; Saltus Technologies \$1,050 Supplies; Sam s Club \$118.76 Supplies; Schubert, Arthur \$110 Reimb; Secretary of State \$60 Svcs; Shatto s Frontier Drug \$3,093.29 Allocation; Short Powerline \$7,218 Svcs; Short, Robert \$1,000 Tech Allow; ShredAmerica \$782.28 Svcs; Shuler Kristy \$105 Mileage; Smiley Face Logistics \$13,420 Road Maint; Smith Psychological \$800 Svcs; Specialized Pathology Consultants \$1,360 Svcs; State of WY \$76,800 Svcs; State of Wyoming \$143.14 Svcs; Stearns, Jane \$1,800 Svcs; Steiner Thuesen \$881.25 Svcs; Summit Food \$19,957.29 Svcs; Super Vacuum Manufacturing \$1,165.40 Supplies; TGOB Material \$40,653.77 Road Maint; Thalken, Twyla \$787.50 Svcs; Thompson, Bronwyn \$42 Mileage; Thomson Reuters \$1,020 Svcs; Thos Y Pickett \$13,000 Svcs; Top Office

Products \$591.44 Lease; Town of Glenrock \$1,040.62 Utilities; Trane U S \$1,104.17 Parts/Svcs; Tyler Technologies \$46,561.77 Svcs; U S Postmaster \$2,590 Svcs; Univ Of Wyoming \$7,083 Reimb; UW 4-H in Converse County \$9.62 Reimb; Verizon Wireless \$1,274.99 Utilities; Visa \$14,677.98 Supplies/Equip; Visionary Communications \$144.21 Utilities; Vyve Broadband \$211.56 Utilities; Wear Parts \$213.02 Supplies; Western Dakota Energy Assoc \$100 Svcs; Western Skies Technology \$2,785 Svcs; Western Sunset \$32,061.46 Road Maint; Wildwood Tree Srvc \$10,000 Svcs; Wilhelm, Evan \$25.18 Reimb; Willox Jim \$790.41 Tech Allow; WLC Engineering&Surveying \$6,745.75 Contract; WY Behavioral Institute \$8,294 Svcs; WY Child&Family Development \$1,749.99 Allocation; WY Clerk of District Court Assoc \$300 Svcs; WY Machinery \$23,398.57 Parts/Svcs; WY State Engineer's Office \$50 Svcs; WY State Fair Foundation \$5,000 Allocation; Wyoming Safety Supply \$1,500 Supplies; Youth Development Services \$4,166.66 Allocation; Z Lazy Y Trucking \$13,130 Road Maint; Zoro Tools \$62.91 Supplies; November 2025 monthly report: Sheriff \$1,481.95; December 2025 monthly reports: Clerk \$38,766.20; Clerk of District Court \$5,446.56; Public Health \$23,375.90; Mr. Grant seconded; motion carried with Commissioners abstaining from warrants pertaining to themselves.

Mr. Short moved to accept the letter from the Douglas Trap Club and extend the lease agreement between Converse County and the Douglas Trap Club through November 3, 2027, as allowed per lease language; Mr. Blackburn seconded; motion carried.

Mr. Short moved to make the Douglas Budget the Official County Newspaper of general circulation for Converse County for the 2026 calendar year; Mr. Kaufman seconded; motion carried.

The Commissioners discussed recent work performed without a permit by Vyve Broadband along CR2/Anderson Dairy Road and concurred that the work should be completed to specifications for county roads. Mr. Blackburn moved to approve a bore permit and a public utilities parallel right-of-way permit for Vyve Broadband along CR2/Anderson Dairy Road for a 1.25-inch HDPE pipe for a coaxial line contingent upon payment; Mr. Grant seconded; motion carried.

Notification was received from Office of the Wyoming State Public Defender of the appointment of Ms. Dina Hardwick as a full-time Appellate Counsel for our judicial district as of December 22, 2025.

The regular meeting recessed at 1:05 p.m. and reconvened at 8:14 a.m. on January 7, 2026. All Commissioners and Clerk Rimmer were present in person.

Mr. Grant moved to recess into Executive Session pursuant to W.S. 16-4-405(a)(iii) to consider matters concerning litigation to which the governing body is a party or proposed litigation to which the governing body may be a party; and pursuant to 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. Mr. Short seconded; motion carried. The regular meeting recessed at 8:14 a.m. and reconvened at 8:41 a.m. No action was taken.

A County-wide business review meeting was held for elected officials, department heads, and supervisors. Updates were provided by Public Health, Assessor, Clerk of District Court, Extension, Clerk, and Commissioners; no action was taken.

Representatives of WYDOT presented the 2027-2032 STIP (State Transportation Improvement Program), including an overview of all the upcoming projects within District 2 and Converse County specifically. A system overview was provided, as well as project bids currently being let; priority routes; budget overview; multiple maintenance projects for roads and bridges; and future needs. The Commissioners asked about commercial truck inspections as well as state webcams and the ability for Counties to tie into that mesh network; more discussions will be held. No action was taken.

Ms. Jessie Dykehouse, FDL Consulting, LLC, provided updates on the Animal Shelter Expansion Project and the Glenrock Office Renovation Project. The Animal Shelter Project is on schedule and foundation work continues. The Glenrock Office Renovation Project was discussed along with outcomes of testing to determine the type and depth of the existing foundation, which is grossly inadequate. A structural engineering report will be completed and presented at a subsequent meeting, at which time the Commissioners will determine next steps. The Courthouse Renovation Project was also discussed; the structural and electrical engineers will be completing assessments on the building, and Ms. Dykehouse will be providing draft recommendations at the next Commission meeting. No action was taken.

The meeting recessed at 12:00 p.m. and reconvened at 1:30 p.m.

The Commissioners interviewed Mr. Bruce Vinnola as an applicant for the Converse County Airport Board. No action was taken.

Mr. Mike Jennings, Relic Services, LLC, provided updates on the Shooting Complex Improvement Project including updates on the drainage and runoff existing conditions and recommendations from ECS Engineers and additional wind damage sustained to the shelters and fencing. Next steps include the development for a budget for FY2027. No action was taken.

Mr. Kaufman moved to reappoint Mr. Bill Russell to the Converse County Airport Board for a five-year term from February 1, 2025, to January 31, 2030; Mr. Short seconded. The Commissioners thanked both Mr. Russell and Mr. Vinnola for applying for the position and agreed that they had two very qualified applicants to choose from. No further discussion and motion carried.

Mr. Kaufman moved to approve the advertising agreement between Converse County and the Douglas Budget for a term from January 2026 through December 2027 at a cost of \$18.00 per column inch with a minimum of 31.5 columns per week in both the Douglas Budget and Glenrock Independent newspapers; Mr. Blackburn seconded; motion carried.

A regular meeting of this Board will be held on January 20, 2026, 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

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