

AGENDA

CAMPBELL COUNTY BOARD OF COMMISSIONERS

DG REARDON, Chairman
RUSTY BELL
BOB MAUL
DEL SHELSTAD
COLLEEN FABER

FEBRUARY 18, 2020

09:00 MEETING CALLED TO ORDER PLEDGE OF ALLEGIANCE

CONSENT AGENDA

- A. [Consent Agenda](#)
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PUBLIC COMMENT

- B. 9:05 For the Good of the County*

OPEN GOVERNMENT

- C. 9:15 County Information

REGULAR BUSINESS

- | | |
|---|--------------------------|
| D. 9:20 Most Valuable Personnel | Sara Kuhbacher |
| E. 9:25 Tyler Software System | Beth Kirsch/Carol Seeger |
| F. 9:30 Memorandum of Understanding, Centennial Section | David Bauer |
| G. 9:35 Funds Transfer Request, Personal Frontiers | Donna Morgan |
| H. 9:40 Sole Source Purchase Requests, Emergency Management | David King |
| I. 9:45 FY 2021 Highway Safety Grant Application | Captain Eric Seeman |
| J. 9:50 Compensation Review, Sheriff's Office | Brandy Elder |
| K. 9:55 Cable Franchise Agreement, Charter Communications | Carol Seeger |
| L. 10:00 Tax Payment Agreement, NTEC | Carol Seeger |
| M. 10:05 County Wellness Program Update | Christina Rose |

ADJOURN

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.

Consent Agenda

MINUTES

Board of Commissioners Fire Board Meeting, January 22, 2020
Board of Commissioners Legislators Meeting, February 1, 2020
Board of Commissioners Directors Workshop, February 3, 2020
Board of Commissioners Regular Meeting, February 4, 2020
Board of Commissioners Executive Session, February 4, 2020

MONTHLY REPORTS

Clerk's Office - January 2020
Clerk of District Court - January 2020
Sheriff's Office - January 2020
Sheriff's Office, Detention - January 2020
Treasurer's Office - January 2020

PAYROLL PAYMENTS

January 25, 2020
January 31, 2020

CANCELLATION/REBATE OF TAXES

#4072 - 4074

AGREEMENTS

Purchase of a Kyocera TA 3553 Copier in the amount of \$8,149.00 and Maintenance Agreement between Rocky Mountain Business Equipment and Campbell County Adult Treatment Courts by way of Board of Commissioners.

CAPITAL REQUESTS

Fleet Management - To purchase a replacement patrol vehicle, 2020 Dodge Durango, for the Sheriff's Office in the amount of \$47,354 from account 026.7192.

Parks & Recreation - To repair a leak in the Condensing Tower and replace the R22 refrigerant at the Campbell County Ice Arena with leftover funds from the Tennis Court Project in the amount \$12,000 from account 083.7272.07.

Rockpile Museum - To purchase two (2) Epson V850 scanners and requesting an additional \$283.93 from account 860.7211.

CREDIT CARD REQUESTS

Commissioners Office - Colleen Faber, Credit Limit \$5,000
Emergency Management - Jerry Fitzner, Credit Limit \$3,000
Fair Board - Elizabeth Edwards, Credit Limit \$10,000

LINE ITEM TRANSFERS

Commissioners Office

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Transfer \$130.00 from 013.6091 Public Relations/Promotions to 013.6101 Periodicals

Extension Office

Transfer \$632.50 from 102.6517.2 Staff Development to 102.7342 Program Support

Transfer \$250.00 from 102.6517.4 Travel & Transportation to 102.7342 Program Support

Transfer \$63.08 from 102.6517.5 Meals & Lodging to 102.7342 Program Support

Transfer \$150.00 from 103.6517.5 Meals & Lodging to 103.6281 Automobile

Transfer \$400.00 from 106.6283 Meals & Lodging to 106.7488 Program Support

Public Works

Transfer \$25,000.00 from 083.7276.02 CCJPFB Parking Lot to 6777.03 CCJPFB

Maintenance

MOBILE COMPUTING DEVICE REQUESTS

Deputy Emergency Management Coordinator - Jerry Fitzner

OFFICIAL BOND AND OATH

Pinnacle Heights Improvement & Service District – Anita Czapeczka

POSITION VACANCY JUSTIFICATIONS

CAM-PLEX – Event Technician

Children’s Developmental Services – Speech Pathologist

Sheriff’s Office – Administrative Assistant I-II-III

SICK LEAVE TRANSFERS

Request transfer of (40) hours from Employee #100167 to #652623

Request transfer of (40) hours from Employee #100992 to #626062

SOCIAL MEDIA REQUESTS

Emergency Management - Jerry Fitzner, Deputy Emergency Management Coordinator

HAND WARRANTS

Campbell County Clerk Tax Account	\$312,114.78
	AMOUNT
Campbell County Parks & Recreation Activity Fund	33.00
Campbell County Treasurer – HSA/FLX	4,008.64
Campco Federal Credit Union	276.01
Great West Trust Company	36,743.66
Wyoming Child Support	1,359.62
Campbell County Clerk Tax Account	18,825.05
Campco Federal Credit Union	950.00
Campbell County Treasurer – HSA/FLX	10,537.49
Great West Trust Company	2,605.00
Wyoming Attorney General – Criminal Investigation	39.00
State of Wyoming – Department of Revenue & Taxation	80.98

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The following page(s) contain the backup material for Agenda Item: [Consent Agenda](#)

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Office of County Commissioners
January 22, 2020
Gillette, WY

The Campbell County Board of Commissioners met with the Fire Board on Wednesday, January 22, 2020 at 5:30 PM.

Present were DG Reardon, Rusty Bell, Bob Maul, Commissioners; Kendra Anderson, Deputy County Clerk; Carol Seeger, Commissioners Administrative Director and Ivy McGowan-Castleberry, Public Information Coordinator. Commissioner Del Shelstad was absent from the meeting.

Chairman Reardon discussed the FY 20/21 Budget Message.

Fire Chief, Jeff Bender, provided an update on the maintenance for the Fire Department.

Discussion was held on future replacement of equipment.

Discussion was held on the Emergency Fire Suppression Account.

Chief Jeff Bender provided an update on the vehicles that are being replaced.

Chief Jeff Bender gave a presentation on a proposed staffing implementation.

The Commissioners invited the Fire Board to the Board and Employee Appreciation Dinner to be held February 7, 2020.

There being no further business to come before the Board, the meeting was adjourned at 7:40 PM.

Kendra Anderson, Deputy Clerk
Board of County Commissioners

DG Reardon, Chairman
Board of County Commissioners

Office of County Commissioners
February 1, 2020
Gillette, WY

The Campbell County Board of Commissioners met with the Campbell County Legislators and County Elected Officials on Saturday, February 1, 2020 at 12:00 PM.

Present were Rusty Bell, DG Reardon, Bob Maul, Del Shelstad, Commissioners; Susan F. Saunders, County Clerk and Carol Seeger, Commissioners Administrative Director.

Discussion was held on the upcoming legislative session.

No action was taken at this meeting and it was adjourned at 2:30 PM.

Susan F. Saunders, Clerk
Board of County Commissioners

DG Reardon, Chairman
Board of County Commissioners

Office of County Commissioners
February 3, 2020
Gillette, WY

Directors Workshop

The Campbell County Board of Commissioners met for a Directors Workshop, Monday, February 3, 2020 at 1:30 PM.

Present were Rusty Bell, Del Shelstad, DG Reardon, Bob Maul, Commissioners; Susan F. Saunders, County Clerk; Carol Seeger, Commissioners Administrative Director; Ivy McGowan-Castleberry, Public Information Coordinator; Kevin Geis, Road and Bridge Director; Kevin King, Public Works Director; Jeff Bender, Fire Chief; Robert Henning, Museum Director; Brandy Elder, HR Director and Jenny Staeben, Deputy County Attorney.

Discussion was held with Robert Henning about the use of 1% funds.

Kevin Geis provided a road update and Kevin King provided an update on Chapter 5 District Support Grant Rules and commercial permitting authority for small wastewater systems.

Discussion was held on applying for a grant for a crosswalk across HWY 14-16 by the Rockpile Museum.

Brandy Elder provided an update on the defensing driving program, workforce numbers and compensation.

Fire Chief Bender provided an update on annual training for rural firefighters.

A workshop was held on the Courthouse and Courthouse Annex Office relocation project.

There being no further business to come before the Commissioners, the meeting was adjourned at 3:30 PM.

Susan F. Saunders, Clerk
Board of County Commissioners

DG Reardon, Chairman
Board of County Commissioners

Office of County Commissioners
February 4, 2020
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Tuesday, February 4, 2020. Chairman Reardon called the meeting to order at 9:00 AM. Deacon Kim Carroll led in prayer and Chairman Reardon led the Pledge of Allegiance.

Present were DG Reardon, Rusty Bell, Del Shelstad, Bob Maul, Commissioners; Kendra Anderson, Deputy County Clerk and Carol Seeger, Commissioners Administrative Director. Jenny Staeben, Deputy County Attorney, was absent from the meeting.

The following consent agenda was presented:

MINUTES:

Board of Commissioners Airport Board Meeting, January 15, 2020
Board of Commissioners Visioning Meeting, January 15, 2020
Board of Commissioners Morning Workshop, January 16, 2020
Board of Commissioners Regular Meeting, January 21, 2020
Board of Commissioners Managers Meeting, January 21, 2020

MONTHLY REPORTS:

Sheriff's Department – December 2019
Workers Comp – 3rd Quarter 2019
Worker's Comp – 4th Quarter 2019

PAYROLL PAYMENTS:

January 11, 2020

CANCELLATION/REBATE OF TAXES:

#4068 – 4071

CREDIT CARD REQUESTS:

Clerk, Elections – Charity Stewart, Credit Limit \$3,000

LINE ITEM TRANSFERS:

Transfer \$668 from 026.7268 Contingency to 026.7192 Trans. – Auto & Trucks

OFFICIAL BOND & OATH:

Board of Cooperative Higher Education Services – Joseph Lawrence
Campbell County Predatory Board – Kenda Ann Ford
Campbell County School District – David Foreman

POSITION VACANCY JUSTIFICATIONS:

Children's Developmental Services – Instructional Assistant I

SICK LEAVE TRANSFERS:

Transfer 15 hours from Employee #259371 to Employee #652623
Transfer 40 hours from Employee #408971 to Employee #652623
Transfer 16 hours from Employee #621683 to Employee #652623
Transfer 14 hours from Employee #617730 to Employee #652623
Transfer 40 hours from Employee #496552 to Employee #652623
Transfer 15 hours from Employee #610301 to Employee #652623
Transfer 20 hours from Employee #553351 to Employee #652623

HAND WARRANTS:

Campbell County Clerk Tax Account 299,316.87

Campco Federal Credit Union	276.01
Campbell County Parks & Recreation Activity Fund	33.00
Campbell County Treasurer – HSA	48,333.17
Circuit Court of Campbell County	86.90
Great West Trust Company	37,363.66
Wyoming Child Support	1,736.40
Department of Treasury – IRS	278.00
State of WY – Department of Revenue & Taxation	609.52
State of WY – Department of Revenue & Taxation	1,403.65
Wyoming Department of Workforce Services	92,825.07
CCCBT	210,657.66
CCEHBTA – Health	771,656.89
CCEHBTA – Dental	42,826.00
Delta Dental Plan of Wyoming	2,109.00
Wyoming Retirement System	1,087.22

Commissioner Shelstad moved to approve all items of the Consent Agenda as presented.
 Commissioner Bell seconded the motion. All Voted-Aye. Carried.

Commissioner Maul moved to approve the vouchers, as presented. Commissioner Bell seconded the motion. All Voted-Aye. Carried.

A I Distributors	Landfill	\$480.85
A M Service Supply	Library-General Administration	690.00
ABI Attachments	Capital Outlay-Parks & Rec	499.00
Accushape	Capital Outlay-Sheriff	5,285.00
Action Lock and Key	Various Departments	375.66
Advanced Exercise Eq	1% Optional Sales Tax Fund	16,902.00
Advanced Wear Coat	Various Departments	5,131.74
Air Tech Heating	Sheriff-Jail Facility	213.00
Airgas USA	Airport	236.03
Albertsons Dist Crt	State & Fed Mandated Costs	10.49
Albertsons Library	CCPL-Main Branch	55.00
Albertsons Sheriff	County Sheriff	64.56
AlSCO	Various Departments	1,559.11
Alternative Propane	Various Departments	2,607.21
Amazon Courthouse	Various Departments	2,486.73
Amazon Library	Various Departments	551.17
American Airport Exe	Airport	275.00
American Antiquitie	Rockpile Museum - Gen Admin	22.50
American Family Life	Campbell County General Fund	103.02
American Millennium	Commissioner's-Gen Cnty Costs	51.40
American Welding	Various Departments	406.48
Andersons Pest Pros	Maintenance/Custodial	100.00
Animal Medical Cntr	County Sheriff	195.96
Anixter	Maintenance/Custodial	273.30
Architectural Spec	Various Departments	5,437.92

Arete Design Group	Publ Work Capital Construction	1,392.50
Arrow Printing Grap	Various Departments	1,049.71
ASCAP	P & R-Recreational Division	363.00
Associated Glass	Maintenance/Custodial	1,398.00
Atlas Office Prod	District Court	34.88
ATT Airport	Airport	224.35
ATT Assessor	County Assessor	101.43
ATT Children's Devel	Children's Dev Svc-Spec Ed	189.49
ATT Emergency Mgmt	Emergency Management	84.89
ATT Library	CCPL-Main Branch	37.42
ATT Park Recreation	Various Departments	98.99
Audio Video Solut	Publ Work Capital Construction	19,168.03
AutoZone	County Sheriff	19.97
AVA Community Arts	1% Optional Sales Tax Fund	318.75
AVP Consulting	Publ Work Capital Construction	364.96
Axis Forensic Tox	County Coroner	1,655.00
Baker Taylor Cont	Various Departments	147.07
Baker, Greg	Fleet Sales Tax Funds	1,000.00
Barcodes	Information Technology Service	330.00
Barney Graham	Commissioner's-Gen Cnty Costs	450.00
Basin Radio Network	Various Departments	1,185.65
Bears Naturally	Various Departments	110.87
Bell, Russell R.	Commissioner's Executive	316.25
Bennett Weber Hermst	Various Departments	20,105.00
Berger Law PC	State & Fed Mandated Costs	792.00
Besel, Shelly R.	Airport	73.37
Big D Sanitation	Maintenance/Custodial	700.00
Big Horn Tire	Various Departments	35,240.39
Big O Tires	County Sheriff	119.96
Bighorn Hydraulics	Various Departments	140.79
Bighorn Mtn Radio	Various Departments	72.00
Black Diamond Inves	P & R-Rockpile Community Cntr	180.00
Black Hills Enrg Gas	Various Departments	43,963.78
Black Hills Pioneer	Various Departments	716.50
Black Stone Sports	P & R-Ice Skating	184.51
Blackstone Audio	Various Departments	677.00
Bob Barker Company	Various Departments	2,503.68
Bomgaars	Various Departments	1,049.64
Border States Elec	Various Departments	3,580.86
Boys Girls Club CC	1% Optional Sales Tax Fund	5,640.01
Brainstorm Library	Various Departments	847.38
Breannas Bakery	Various Departments	72.00
Brownells	County Sheriff	4,232.47

Buffalo Bulletin	Various Departments	372.00
Buffalo Porta Potty	Road & Bridge	125.00
Bulkley, Alexis J	Children's Dev Svc-Spec Ed	60.00
Burns McDonnell Eng	Various Departments	47,799.81
C B Operations	Airport	409.12
C J Sayles	Rockpile Museum - Gen Admin	534.16
Camelot Pet Castle	County Sheriff	162.00
Caplin Drysdale	Commissioner's-Gen Cnty Costs	15,571.42
CareerTrack	Public Works	99.00
Carr, Joli A.	Various Departments	83.10
Carrot Top Industrie	Rockpile Museum - Gen Admin	190.24
Cash WA Distributing	Sheriff-Jail Facility	594.82
CBH Co Op	Various Departments	296.79
CC Conservation Dist	1% Optional Sales Tax Fund	1,200.00
CC Coor Benefit Trst	Human Resources	6,083.38
CC Dist Crt Rev Wit	State & Fed Mandated Costs	2,580.88
CC Health Misc	Various Departments	93,323.00
CC Master Gardeners	P & R-Parks	375.00
CC Public Health	Human Resources	56.00
CC Public Land Brd	Various Departments	518,685.02
CC School Dist Coop	Various Departments	2,852.95
CC Senior Center	1% Optional Sales Tax Fund	44,169.00
CC Sheriffs Office	E911 Enhanced Fees	50,000.00
CDW Government	Various Departments	2,899.03
CEM Aquatics	P & R-Recreational Division	530.13
CEM Sales & Service	Maintenance/Custodial	1,312.00
Center Point Large	Library-General Administration	517.71
Centner, Julie M.	Sheriff-Jail Facility	1,156.00
Central C C I S Dst	1% Optional Sales Tax Fund	34,098.00
CenturyLink Long Dis	Information Technology Service	1,539.84
CenturyLink Phone	Various Departments	15,867.08
Cesco Linguistic	County Health Nurse	84.00
Charter Comm Cable	Various Departments	1,460.52
Chitwood, Cheryl E.	State & Fed Mandated Costs	49.99
City Gillette Misc	Various Departments	82,385.82
City Gillette Util	Various Departments	79,665.41
Civil Air Patrol Mag	Rockpile Museum - Gen Admin	195.00
Clear Creek Counsel	City of Gillette A Drug Court	205.00
Climb Wyoming	Various Departments	19,606.49
Clinic Lab Blck Hill	County Coroner	162.00
CNA Surety	Children's Dev Svc-Gen Admin	150.00
Cody, Justin	County Sheriff	975.00
Cole Sports	P & R-Intramural Progrms-CCCRD	187.00

Collection Prof	Children's Dev Svc-Gen Admin	45.00
Collins Commun	Various Departments	1,203.43
Collins, Sue	Rockpile Museum - Gen Admin	66.00
Comfort Systems Heat	Maintenance/Custodial	590.00
Communication Tech	County Sheriff	135.38
Concordance Health	County Health Nurse	259.66
Contractors Supply	Various Departments	3,757.68
Council Commnity Svc	Various Departments	21,050.56
Counseling Connect	Various Departments	7,466.50
Craig Distributing	Various Departments	282.79
Creative Information	Landfill	2,229.00
Creative Product	Emergency Management	104.24
Crum Electric Supply	Various Departments	7,917.55
CSS	Sheriff-24/7	3,252.97
CT Accessories	Fleet Sales Tax Funds	1,510.00
Cummins Sales Svc	Road & Bridge	7,917.59
Curtis, Carol L.	Children's Dev Svc-Gen Admin	48.26
Dads Truck and Auto	Various Departments	590.00
Damian, Nicole L.	Various Departments	104.91
Davis, Charles A.	Road & Bridge	5,853.60
Day Law	State & Fed Mandated Costs	781.25
DBT Transportation	Airport NAVAID	6,312.08
Dell Marketing LP	Various Departments	207,493.02
Demco	Library-General Administration	718.51
Dermatec Direct	Sheriff-Jail Facility	1,191.99
Dexters Automotive	County Sheriff	170.00
Disaster Recovery	Maintenance/Custodial	3,846.71
Douglas Budget	Various Departments	580.00
DRM	Publ Work Capital Construction	79,507.08
Dru Consulting	Commissioner's-Gen Cnty Costs	12,543.63
EBSCO Publishing	Various Departments	14,081.03
Edge Construction	Maintenance/Custodial	136.73
Ekstrom, Brooke L.	County Health Nurse	80.61
Eldridge, Shelby Rae	County Attorney	93.99
Energy Cap Econ Dev	1% Optional Sales Tax Fund	32,500.00
Energy Manag Consult	P & R-Ice Skating	125.00
Entenmann Rovin Co.	Various Departments	195.00
Equitable Life	Campbell County General Fund	37.25
Expresso Lube	Various Departments	1,385.42
Extractor	Maintenance/Custodial	259.25
Family Health	Sheriff-Jail Facility	7,038.00
Farmer Bros Co	Various Departments	939.80
Faronics Technolog	CCPL-Main Branch	1,772.25

Fastenal Company	Various Departments	898.56
FIB MstrCrd Airport	Airport	1,905.54
FIB MstrCrd Library	Library-General Administration	4,037.80
FIB MstrCrd Park Rec	Various Departments	2,288.97
FiberStock	Capital Outlay-Museum	5,125.00
Finkey Law	State & Fed Mandated Costs	2,525.00
Firemaster	Various Departments	1,200.25
First Natl Bnk Visa	Various Departments	29,519.07
Flightline	Airport	179.35
Floyds Truck Center	Various Departments	3,765.39
Forecast	Commissioner's-Gen Cnty Costs	5,500.00
Forensic Medicine	County Coroner	10,560.00
Four Seasons Events	Fair-General Admin	2,772.50
Franklin,Shawn	County Attorney	331.40
Furman, Craig M.	County Sheriff	100.00
Gale Cengage Learn	Various Departments	1,976.88
Gaylord Bros	Rockpile Museum - Gen Admin	1,136.56
Gillette Abuse Refug	Various Departments	11,694.98
Gillette College	Various Departments	221,225.00
Gillette Main Street	1% Optional Sales Tax Fund	5,000.00
Gillette Printing	District Court	983.55
Gillette Reprod Hlth	Various Departments	5,575.00
Gillette Steel	Landfill	982.23
Gillette Winsupply	Various Departments	20,002.42
Git R Done Site Svc	Maintenance/Custodial	250.00
Glaser, Jane C.	County Health Nurse	31.64
Glaxosmithkline Phar	County Health Nurse	2,881.20
Global Heat Transfr	Road & Bridge	108.38
Golden West Tech	Information Technology Service	187.50
Govens Farm Ranch	Sheriff-Jail Facility	265.34
Grease Kings	Maintenance/Custodial	2,294.50
Grey House Publish	CCPL-Main Branch	216.00
Grossenburg Implemnt	Road & Bridge	357.24
Grouse Mountain Env	Road & Bridge	1,618.90
Grubb, Amber L.	Maternal Child Health (B.B.)	104.85
Gumdrop Books	CCPL-Main Branch	4,793.44
Hakert, Richard J.	Road & Bridge	2,913.60
Hampton I S Casper	Commissioner's-Gen Cnty Costs	224.00
Handle With Care	Children's Dev Svc-Spec Ed	500.00
Hansen, Connie K.	Women, Infant and Child	198.95
Harris Public Health	County Health Nurse	1,490.00
Hawkins	Various Departments	4,336.51
Heartland Kubota	Various Departments	32,602.69

Heartland Paper	Sheriff-Jail Facility	2,567.54
Henning, Robert A.	Rockpile Museum - Gen Admin	34.39
Hilton Grden Inn Cas	Library-General Administration	267.00
Hoggatt, Meredith P.	Extension Dept-Horticulture	562.65
Holiday Inn Ex Gill	CCPL-Main Branch	96.00
Holiday Inn Ex Rs	Library-General Administration	109.00
Homax Oil Sales	Various Departments	84,454.36
Home Depot Parks Rec	Various Departments	639.27
Home Depot Sheriff	Sheriff-Jail Facility	68.81
Home Fire Foods	Landfill	218.00
Horning Horning McG	State & Fed Mandated Costs	88.00
Hub International	Various Departments	213.00
Hubbard, Kelly S.	County Health Nurse	31.28
IBM Corp	Information Technology Service	17,800.45
Inland Truck Parts	Various Departments	5,354.32
Internat Academies	E911 Enhanced Fees	50.00
Interstate Batt RC	Road & Bridge	474.85
JLC Sign Graphic	Various Departments	1,160.06
John E Reid Assoc	County Sheriff	1,635.00
Joyce Jefferson	1% Optional Sales Tax Fund	912.15
Judicial Dialog	Capital Outlay-Attorney	7,200.00
Kanopy	CCPL-Main Branch	272.00
Karens Delivery Co	Road & Bridge	28.00
Keyhole Broadcasting	Various Departments	210.00
Kimball Midwest	Road & Bridge	523.97
Kronos	Information Technology Service	1,980.00
KSKY	Various Departments	630.00
KSLT KLMP KTPT	Various Departments	300.00
La Quinta Inn	County Attorney	300.00
Lawriter	County Law Library	250.00
Lawson Products	P & R-Parks	73.90
Lesley, Douglas	State & Fed Mandated Costs	237.50
Levi Strohschein	Various Departments	751.50
Library Foundation	Library-General Administration	128.86
Lightning Lube	County Sheriff	145.00
Lindblom, Reba L.	Various Departments	27.77
Little America Chey	Commissioner's-Gen Cnty Costs	96.00
Long, Nicole Marie	County Attorney	118.44
Lookout Books	CCPL-Main Branch	982.88
Love, Brooke D.	Library-General Administration	37.12
Lynns Auto Repair	County Sheriff	4,995.10
MacDonald Equipment	Road & Bridge	160.15
Macias, Belinda	Various Departments	412.50

Mad Transportation	County Sheriff	270.00
Mail Finance	Various Departments	524.52
Mainline Inform Sys	Capital Outlay-ITS	39,646.00
Manning Wrecker Svc	County Sheriff	215.00
McKesson Med Surgic	Sheriff-Jail Facility	1,060.73
McMahon, Pamela K.	Various Departments	563.50
McRae, Ashley D.	Prevention Management Org	204.63
Meadow Gold Dairy	Children's Dev Svc-Preschool	655.52
Means First Ext WS	Road & Bridge	220.00
Medical Arts Lab	Sheriff-Jail Facility	5,910.00
Medicap Pharmacy	County Health Nurse	287.79
Menards Airport	Airport	29.82
Menards Landfill	Various Departments	128.43
Menards Maintenance	Maintenance/Custodial	751.89
Menards Park Rec	Various Departments	596.66
Menards Road Bridge	Road & Bridge	34.30
Menards Sheriff	Sheriff-Jail Facility	14.37
Merck Sharp Dohme	County Health Nurse	2,671.58
MFAC	P & R-Recreational Division	262.95
Midland Implement Co	P & R-Bell Nob Golf Course	2,096.33
Midwest Tapes	Various Departments	2,647.59
Montoya, Joe	County Attorney	144.30
Morgan, Tobey J.	County Sheriff	250.00
Nannemann Bros Auto	Road & Bridge	200.00
NAPWDA Membership	County Sheriff	45.00
Naramore, James J MD	Sheriff-Jail Facility	1,000.00
National Software	Clerk-General County Costs	2,396.95
Nationl Notary Assn	County Clerk	119.00
Natrona Co Pub Lib	Library-General Administration	115.00
News Record	Various Departments	5,400.75
Nick Carter Law	Commissioner's-Gen Cnty Costs	1,162.00
Norchem Drug Test	Various Departments	3,863.30
Norco	Various Departments	5,273.24
North Park Transport	Rockpile Museum - Gen Admin	114.68
North Star Lighting	Various Departments	5,500.00
Northern Tool Equip	Road & Bridge	1,399.98
OAG Flightview	Various Departments	433.50
Office Depot	Various Departments	5,739.98
Office Shop Leasing	Commissioner's Administration	267.40
Ohman, Diana L.	Children's Dev-Early Head Start	337.50
Optum Bank	Human Resources	1,118.00
OReilly Auto Parts	County Sheriff	95.56
Oriental Trading Co	Various Departments	25.06

Overdrive	Various Departments	7,442.33
Overhead Door Co	Various Departments	5,540.40
Pacer Service Center	County Sheriff	77.60
Pacific Steel Recyc	Road & Bridge	452.09
Paintbrush Services	Various Departments	2,275.00
Palmer Robert P.	Commissioner's-Gen Cnty Costs	2,500.00
Papa Johns Pizza	P & R-Ice Skating	25.74
Par West Turf Serv	P & R-Bell Nob Golf Course	1,376.24
PB Clerk	County Clerk	171.00
PB Global CDS	Children's Dev Svc-Gen Admin	191.34
PCA Engineering	1% Optional Sales Tax Fund	169.70
Peak Environmental	Landfill	2,240.00
Peaks Prairies Golf	P & R-Bell Nob Golf Course	25.00
Pearson Oil Co.	Commissioner's-Gen Cnty Costs	24,868.43
Penworthy Company	CCPL-Main Branch	899.83
Peregrine Leadership	Library-General Administration	390.00
Personal Frontiers	Various Departments	21,524.46
Peterbilt of Wyoming	Road & Bridge	1,375.04
PFM Asset Management	Commissioner's-Gen Cnty Costs	9,499.31
PharmChem	Sheriff-24/7	4,197.75
Pineview I S District	1% Optional Sales Tax Fund	281.66
Pizza Hut	Maintenance/Custodial	152.15
Plains Tire Battery	County Sheriff	233.24
Plainsman Printing	District Court	2,452.68
Playaway Library	CCPL-Main Branch	633.91
PMCH	Payments In Lieu of Taxes Fund	1,687.50
Pokeys BBQ Smoke	Various Departments	227.00
Poole, Amy J.	Various Departments	141.85
Post and Associates	Sheriff-Jail Facility	400.00
Postge Phone Clerk	Various Departments	11,997.77
Powder River Exam	Various Departments	120.00
Powder River Heating	Various Departments	38,938.90
Powder Rver Ener Utl	Various Departments	22,670.32
PRB Socty Human Res	Human Resources	140.00
Professional Land	Public Works	130.00
Profile Display	Rockpile Museum - Gen Admin	544.00
Proforce Law Enforc	County Sheriff	9,995.00
Purvis Industries	Maintenance/Custodial	123.20
Qdoba Mexican Grill	Commissioner's Executive	165.00
Rain Locker Car Wash	Various Departments	210.20
Ram Computer Supply	Various Departments	1,573.96
Ratio Architects	Publ Work Capital Construction	574.84
Razor City Locksmith	P & R-Bell Nob Golf Course	11.25

Razor City Rental	Road & Bridge	58.19
Record Supply	Various Departments	3,269.99
Redwood Tox Testing	Sheriff-24/7	25.00
Reede, Heather D.	County Health Nurse	97.18
Region VIII CAA	CSBG	500.00
Reinhart Foodservice	Airport	295.31
Rencountre, Whitney	Rockpile Museum - Gen Admin	1,000.00
Retractable Tech	County Health Nurse	217.10
Riverside Insights	Children's Dev Svc-Spec Ed	519.64
Rocky Mtn Fire Sys	Maintenance/Custodial	235.00
Sanofi Pasteur	Various Departments	2,749.46
Schurtz, Jessica R.	Various Departments	150.49
Schutz Foss Archit	Publ Work Capital Construction	13,995.00
Second Chance Minist	1% Optional Sales Tax Fund	1,161.49
Senior Send Off	1% Optional Sales Tax Fund	1,500.00
Sentinel Offender	Various Departments	418.50
Servall Uniform	Road & Bridge	1,003.75
Sesac	P & R-Ice Skating	919.00
SGI	Sheriff-Jail Facility	2,436.53
Sheridan Ice	P & R-Ice Skating	360.00
Sherwin Williams	Maintenance/Custodial	55.37
Shields, Corby V	P & R-Ice Skating	594.00
Simpsons Printing	Various Departments	2,474.00
Sir Speedy	Various Departments	235.75
Sitech Wyoming	Landfill	1,590.00
Skaggs Companies	Capital Outlay-Sheriff	985.00
Smart Start	Adult Drug Court	480.00
Solarwinds	Information Technology Service	451.00
Source Office Tech	Various Departments	3,089.54
Spectrum Aquatics	Maintenance/Custodial	1,055.00
Spencer Fluid Power	Various Departments	171.19
Sportsmith	P & R-Recreational Division	82.62
State Nebraska Motor	County Attorney	4.00
State Oregon Motor	County Attorney	3.00
Steiner Thuesen PLLC	Publ Work Capital Construction	642.03
Strata	Road & Bridge	105.00
Structural Dynamics	Publ Work Capital Construction	21,158.52
Stulken Law	Various Departments	1,162.50
Summit Companies	Maintenance/Custodial	123.00
Summit Food Services	Sheriff-Jail Facility	38,637.25
Sundance Times	Various Departments	325.00
Surf N Suds	County Health Nurse	18.90
Sysco Food Services	Children's Dev Svc-Preschool	5,977.11

Tabbert, Janell J.	Children's Dev Svc-Spec Ed	353.00
Taylor, Bryan	County Attorney	420.90
Technical Explicat	Information Technology Service	2,812.50
Temperature Tech	Various Departments	48,547.59
The Grease Barrel	Various Departments	415.95
The Range	P & R-Gen Adm	134.28
The UPS Store	Commissioner's Administration	299.00
Thomson Reuters West	County Attorney	703.97
Three D Specialties	Road & Bridge	3,232.68
Thunder Basin Ford	P & R-Parks	59.40
Thyssenkrupp Elevat	Maintenance/Custodial	8,596.57
Top Office Products	County Attorney	24.25
Total Construction	Road & Bridge	632.40
Tractor Supply Pr	P & R-Bell Nob Golf Course	24.99
Tri State Truck Equi	Road & Bridge	1,282.52
Tru Tech Products	Various Departments	451.95
Two Guys Deco	Various Departments	1,413.55
Tyler Tech	Various Departments	25,543.09
U S Ice Rink Assn	P & R-Ice Skating	75.00
U S Post Dist Crt	District Court	120.00
U S Post Library	Library-General Administration	208.00
Unique Management	Library-General Administration	107.40
United Parcel Serv	County Sheriff	40.09
Universal Athletic	Various Departments	3,517.59
Urbin Law Office	State & Fed Mandated Costs	7,387.35
Varidesk	Library-General Administration	355.50
Verizon Adlt Drg Crt	Adult Drug Court	104.36
Verizon Attorney	County Attorney	32.09
Verizon Emergency Mgmt	Emergency Management	38.52
Verizon Juv Prob	Various Departments	156.54
Verizon Public Hlth	County Health Nurse	271.78
Verizon Public Works	Various Departments	378.80
Verizon Sheriff	Various Departments	4,896.88
Vermont Systems	P & R-Bell Nob Golf Course	1,037.50
Veto Enterprises	Various Departments	3,133.49
Visionary Broadband	Various Departments	5,814.30
Visitation Advocacy	1% Optional Sales Tax Fund	25,907.00
Vista Leasing Co	Various Departments	4,780.80
Walmart Attorney	County Attorney	34.30
Walmart Children Dev	Various Departments	466.09
Walmart Clerk	County Clerk	27.58
Walmart Dist Crt	State & Fed Mandated Costs	31.56
Walmart Extension	Various Departments	200.93

Walmart Library	Various Departments	524.61
Walmart Park Rec	Various Departments	789.65
Walmart Public Works	Public Works	5.93
Walmart Sheriff	Sheriff-Jail Facility	21.48
Waste Connections	Various Departments	2,494.20
Water Guy	Airport	460.00
Wesco Distribution	Maintenance/Custodial	18.48
Western State Sherf	County Sheriff	175.00
Western Stationers	Various Departments	222.26
Western Waste Sol	Various Departments	920.92
Weston Co Gazette	Airport	100.00
Westwood Pharmacy	Sheriff-Jail Facility	3,479.80
WEX	Fleet Department	57.50
Whites Energy Motors	Various Departments	152,929.39
Winland Car Wash	Landfill	12.00
Wood, Erica L.	County Attorney	28.25
Work Warehouse	Various Departments	916.43
Wright Child Care	Children's Dev Svc-Spec Ed	300.00
Wright Community	1% Optional Sales Tax Fund	500.00
Wright Water Sewer	Various Departments	454.10
WY Dept Agriculture	Various Departments	75.00
WY Dept Health Prev	Various Departments	1,009.90
WY Family Services	Human Resources	10.00
WY Retirement Life	Campbell County General Fund	608.00
WY Retirement System	Campbell County General Fund	630,782.64
WY State Library	Various Departments	14,563.17
WY Workforce Unempl	Clerk-General County Costs	971.83
Wyo Society Prof Eng	Road & Bridge	80.00
Wyoming Assn Fairs	Fair-General Admin	50.00
Wyoming Machinery	Various Departments	10,610.17
Wyoming Marine	P & R-Parks	46.63
Wyoming Mechanical	Maintenance/Custodial	21.24
Wyoming Montana Safe	Human Resources	1,018.96
Wyoming Peace Office	Various Departments	60.00
Wyoming Rents	P & R-Ice Skating	610.00
Wyoming Taxpayers	Various Departments	780.00
Wyoming Water Sol	Various Departments	799.13
Youth Emergency Serv	Various Departments	53,827.25
Zamboni	Various Departments	107,440.58
Zip Printing	County Sheriff	346.70
Zoho Corporation	CCPL-Main Branch	1,595.00

The following are the claims for Part-Time Employees summarized by department for January 2020: Commissioners \$390.00; Clerk 2,429.77; Treasurer, 498.75; Sheriff, 9,596.20; Coroner, 2,160.00; Extension, 882.75; District Clerk of Court, 2,019.22; Public Works-Landfill, 480.00; Public Health, 7,667.95; Public Works-Custodians, 3,270.60; Children's Center, 11,191.50; Library, 51,825.11; Fair, 1,267.50; Parks & Recreation, 63,961.14; Adult Drug Court Program, 4,000.00

No public comment was provided.

Tony Knievel, Chief Surveyor, provided an update on Capital Projects Online Mapping and showed how to use it on the Campbell County webpage.

Commissioner Shelstad moved to approve the funding request for Weed & Pest in the amount not to exceed \$140,000 for the Grasshopper Project from the off-track betting account as presented. Commissioner Bell seconded the motion. Commissioner Maul recused himself from the discussion and abstained from the vote, due to a conflict of interest. All Voted-Aye. Carried.

Commissioner Bell moved to approve the Community Juvenile Services Board (CJSB) renewal application in the amount of \$121,944 for the period of July 1, 2020 through June 30, 2022, as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Bell moved to ratify the appointments of Kristin Young and Alex Burger to the CARE Board to serve a four-year term ending January 2024, and Felicia Messimer to fulfill an unexpired term ending January 2023, as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Bell moved to ratify the appointment of Jamie L. Black to the State of Wyoming Miner's Hospital Board to fulfill an unexpired four-year term ending June 30, 2022, representing Campbell County Health, as presented. Commissioner Shelstad seconded the motion. All Voted-Aye. Carried.

Commissioner Bell moved to approve the selection of Violet PR for the Carbon Valley Communication, Marketing, Branding, and Public Relations Project, as recommended and presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Shelstad moved to appoint Colleen Faber pursuant to W.S. 18-3-524 (a) to fill the vacancy for the unexpired term of Mark Christensen in the office of County Commissioner for Campbell County. Commissioner Maul seconded the motion. The Board was polled: All Voted – Aye. Carried.

A workshop was held with Brandy Elder, HR Director, on the Sheriff's Office compensation proposal.

Commissioner Bell moved to convene into Executive Session to discuss Litigation. Commissioner Shelstad seconded the motion. All Voted-Aye. Carried.

The Commissioners reconvened into their regular meeting at 11:20 AM.

A workshop was held with Dr. Gilbert on the scope of work for Carbon Valley.

There being no further business to come before the Board of Commissioners, the meeting was adjourned at 12:40 PM. The next regular meeting of the Commissioners will be held Tuesday, February 18, 2020, at 9:00 AM in the Commissioners Chambers in the Courthouse.

Kendra Anderson, Deputy Clerk
Board of County Commissioners

DG Reardon, Chairman
Board of County Commissioners

In accordance with W.S. 18-3-516(f) the required County Notices of Publication are available on the County's Website at: www.ccgov.net

COUNTY CLERK
MONTHLY STATEMENT,
JANUARY 2020

Approved by the Board of County
Commissioners this..... day of
.....A.D. 20.....
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.....
.....

The State of Wyoming }
County of Campbell } ss.

This instrument was filed
on the ___ day of ___
20 ___

County Clerk
By _____
Deputy

COUNTY CLERK'S MONTHLY STATEMENT

Statement of the collections of Susan F. Saunders as Campbell County Clerk within and for the County of Campbell, State of Wyoming, for the month ending January and filed with the County Clerk for presentation to the Board of County Commissioners of said County as required by Wyoming Statute 18-3-814.

Recording Fees	<u>19592.50</u>
Marriage Licenses.....	<u>810.00</u>
Chattel Mortgages.....	<u>16254.00</u>
Certificates of Titles.....	<u>28395.00</u>
Miscellaneous Receipts.....	<u>4727.00</u>
Interest.....	<u>1.87</u>
Refunds.....	<u>1077.20</u>
TOTAL	<u>70,857.57</u>

Info for Treasurer's Office

WY Titles	<u>1893</u>	@ \$15.00 =	<u>28395-</u>
SO Vins	<u>138</u>	@ \$10.00 =	<u>1380-</u>
PD Vins	<u>187</u>	@ \$10.00 =	<u>1870-</u>
GF Vins	<u>16</u>	@ \$10.00 =	<u>160-</u>
HP Vins	<u>0</u>	@ \$10.00 =	<u>0</u>

STATE OF WYOMING)
)ss.
 COUNTY OF CAMPBELL)

I hereby certify that the above is a true and correct statement of the monies collected by me as such officer during the month above mentioned, and that the same has been paid into the County Treasury.

WITNESS my hand and seal the 3 day of February, 2020

Susan F. Saunders, Campbell County Clerk

BY: *Angie Moore*, Deputy

CLERK OF DISTRICT COURT
MONTHLY STATEMENT,
JANUARY 2020

Approved by the Board of County
Commissioners this..... day of
.....A.D. 20.....
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.....
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.....

The State of Wyoming }
County of Campbell } ss.

This instrument was filed
on the ___ day of ___
20___.

County Clerk

By _____
Deputy

MONTHLY STATEMENT

Statement of the Earnings or Collections of Cheryl Chitwood as Clerk of District Court within and for the County of Campbell, State of Wyoming, for the month ending January, 2020, and reported to the Board of District Court within and for the County of Campbell, State of Wyoming, Cheyenne, WY.

CLERK, DISTRICT COURT,

Civil Fees	4-040-0000	\$	5,440.00
Probate Fees	4-041-0000	\$	365.00
Fines	5-001-0000	\$	17,462.80
Jury Fees	4-044-0000	\$	1,150.00
Miscellaneous Fees	4-043-0000	\$	5,400.05

Total Earnings

\$ 29,817.85

STATE OF WYOMING)

) ss.

County of Campbell)

I hereby certify that the above is a true and correct statement of the earnings of my office, or of moneys collected by me as such officer during the month above mentioned, and that the same has been by me paid into the County Treasury.

WITNESS my hand and seal this 5th day of February, 2020.


Cheryl Chitwood, Clerk

SHERIFF'S DEPT
January 2020
Monthly Statement

Approved by the Board of County
Commissioners this..... day of
.....A.D. 20.....
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.....
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.....

The State of Wyoming }
County of Campbell } ss.

This instrument was filed
on the ___ day of ___
20 ___.

County Clerk
By _____
Deputy

MONTHLY SHERIFF'S STATEMENT

Statement of the collections of **Scott Matheny** as Sheriff within and for the County of Campbell, State of Wyoming, for the month ending **January 2020** and filed with the County Clerk for presentation of the Board of County Commissioners of said County as required by Wyoming State Statute 18-3-814.

	Service Fees	5,500.00
	Fingerprint Fees	475.00
	Background Fees	60.00
	Copy Fees	69.50
	Notary Fees	6.00
	Sheriff's Sale & Sheriff's Certificate Fees.....	260.00
	Executions	1,300.00
COUNTY SHERIFF	Concealed Firearm Permit Fees	750.00
	Sex Offender Registration Fees	281.25
	Salvage Vehicle Sales	2,090.00
	Towing Fees	175.00
	Foreclosure Sales	161,461.00
	General Fund	142.94
	E911	0.00
	Town of Wright Reimbursement	1,615.77
	Town of Wright 911	74,000.00
	Campbell County Fire Department 911.....	0.00
	Campbell County Health 911	12,500.00
	WASCOP Grant	2,563.88
		\$263,250.34

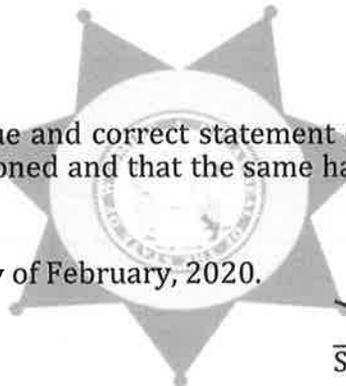
STATE OF WYOMING

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COUNTY OF CAMPBELL

I hereby certify that the above is a true and correct statement of the monies collected by me as such officer during the month above mentioned and that the same has been paid into the County Treasury, the appropriate court or entity.

WITNESS my hand and seal this 1st day of February, 2020.



Scott Matheny

Sheriff of Campbell County

SHERIFF'S OFFICE - DETENTION
MONTHLY STATEMENT
JANUARY 2020

Approved by the Board of County
Commissioners this.....day of
.....A.D. 20.....
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.....
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.....
.....

The State of Wyoming }
County of Campbell } ss.
This instrument was filed
on the ___ day of _____
20 ____.

County Clerk
By _____
Deputy



MONTHLY SHERIFF'S STATEMENT-*DETENTION CENTER*

Statement of the collection of **Scott D. Matheny** as Sheriff within and for the County of Campbell, State of Wyoming, for the month ending **January 2020** and filed with the County Clerk for presentation of the Board of County Commissioners of said County as required by Wyoming State Statute 18-3-814.

COUNTY SHERIFF

Blood/UA Test Reimbursement	\$1,589.00
Ten Day Housing	\$65.00
Split Sentence	\$12,600.00
Split Sentence Medical	\$301.00
Parolee	\$455.00
City of Gillette Housing	\$7,725.00
CCCF Housing	\$1,080.00
Juvenile Housing	\$675.00
Probation Sanction	\$180.00
DOP Restitution	\$6.10
Billing-Other	\$195.00
Restitution	\$560.07
Medical Reimbursement	\$5,537.84
U.S. Marshal Housing	\$3,965.00
U.S. Marshal Transports	\$493.92
Juvenile Housing	\$1,575.00
TOTAL	\$37,002.93

*****Direct Deposit*****

STATE OF WYOMING
COUNTY OF CAMPBELL

I hereby certify that the above is a true and correct statement of the monies collected by me as such officer during the month above mentioned and that the same has been paid into the County Treasury, the appropriate court, or entity.

Date: 2/7/20

Scott D. Matheny
Campbell County Sheriff

FISCAL YEAR 2019-2020

January 31, 2020

FIB	353153976	56,269.54
FNB	007-8	17,998,312.90
ACH	308-5	2,500.00
FNB CCSD	086-8	525,176.76
FNB Flex	568-1	12,356.11
FNB Health Benefits	315-8	793,920.38
FNB Special Escrow	74-4	2,871,109.38
FNB Airport PFC Account	133-3	193,076.81
FNB Library Credit Card Fees	862-1	1,284.33
FNB Museum Credit Card Fees	11092301	250.77
FNB North Landfill Credit Card Fees	864-8	8,531.06
FNB Narcotics Federal Forfeitures	107-4	0.00
FNB Recreation Credit Card Fees	139-2	29,805.51
FNB State Drug Forfeiture Funds	132-5	14,310.43
FNB Taxes Paid in Protest	2075305	840,740.91
FNB-CDSCC-Region 13 Preschool Service	24-8	233,399.33
FNB-CDSCC-Early Head Start	91-4	82.39
NSF Checks		3,033.35
Long & Short-Treasurer		2,100.00
Clerk-Dist Crt-Sheriff-Engineer-Landfill-Public Health-Parks & Rec		2,639.50
Cash & Currency		6,150.00
TOTAL CASH ACCOUNTS	23,595,049.46	
TOTAL TDOA'S	225,592,829.33	
Premium & Discounts		22,538.91
WGIF-Building Maintenance		38,689,398.84
WGIF-Campus Maintenance		4,061,015.33
Premium & Discounts		2,521,932.35
WGIF-Capital Replacement Reserve		93,009,164.96
WGIF-Fleet Management		6,880,389.64
WGIF-Fleet Mgmt-PLB -City		546,911.47
WGIF-Gillette College Activity & Education Center		10,127.18
WGIF-Gillette College Rodeo		3,154.14
WGIF-Jt Powers Rec Maint Fund		8,677,795.30
WGIF-Road Equipment		2,878,892.40
WGIF-Short Term Future Cap Const		15,303,998.55
WYOSTAR-1% Municipalities		1,383,212.87
WYOSTAR-1% Optional		7,167,252.65
WYOSTAR-Cap Fac Excess		71,237.63
WYOSTAR-CCSD Dist Fund		0.00
WYOSTAR-Enhanced 911		191,833.81
WYOSTAR-Fleet Management		0.00
WYOSTAR-General		28,312,310.03
WYOSTAR-General Held Revenues		0.00
WYOSTAR-Health Benefits		4,060,251.04
WYOSTAR-PILT		3,509,911.07
WYOSTAR-Pronghorn Center Main Reserve		1,315,097.74
WYOSTAR-SCFM		3,968,111.29
WYOSTAR-Town of Wright Rec Maintenance		1,652,081.96
WYOSTAR-Wyoming Lottery/Off Track Betting		1,378,749.08
TOTAL		249,210,417.70

172,582,780.16

51,631,300.09

Approved by the Board of County Commissioners this _____ day of _____, 2020.

THE STATE OF WYOMING

ss.

County of Campbell

I, Rachael Knust, being first duly sworn according to law, on my oath do depose and say that I am County Treasurer within and for the County of Campbell in the State aforesaid; that the within and foregoing represents a true and correct Trial Balance of my records at the close of business February 7, 2020; that my statement of Cash is just, true and correct, so help me God.

Yvonne Wakner, Deputy
County Treasurer

Subscribed and sworn to be before this 7th day of Feb, 2020.

Resant Saunders
County Clerk

1/31/2020			
Airport	0.00	0.00	
American Road	0.00	0.00	
Antelope Valley	0.00	0.00	
Bennor Estates	0.00	0.00	
BOCHES	5,301.97	5,301.97	
Bond Disclosure	4,500.00	4,500.00	
Box N Ranch Rd	0.00	0.00	
Brunsen	0.00	0.00	
Duckskin	0.00	0.00	
Car Company Tax	0.00	0.00	
Cash Reserve	15,000,000.00	15,000,000.00	
Cemetery	10,151.67	10,151.67	
Central Campbell County	940.51	940.51	
Certificates of Purchase	(267.88)	(267.88)	
City of Gillette	42,261.80	42,261.80	
Collins Heights	0.00	0.00	
Cottonwood I&S	0.00	0.00	
County Sales Tax	0.00	0.00	
Country Living Acres	0.00	0.00	
Countryside I&S	0.00	0.00	
Crestview I & S	0.00	0.00	
Donkey Creek	0.00	0.00	
Eight Mile I&S	0.00	0.00	
Fair	0.00	0.00	
Fire	0.00	0.00	
Foundation	127,246.17	127,246.17	
Fox Park	86.38	86.38	
Fox Ridge	509.00	509.00	
Freedom Hills	1,936.14	1,936.14	
General County	29,067,786.36	29,067,786.36	*
Graceland	0.00	0.00	
Green Valley Estates	182.84	182.84	
Health Benefits Trust	4,916,052.17	4,916,052.17	
Heritage Village	343.24	343.24	
High Country Estates	0.00	0.00	
Highway VIN Fees	0.00	0.00	
Hospital	31,811.68	31,811.68	
Hospital Bond	40.43	40.43	
Hospital Bond Interest	5.02	5.02	
Interstate Industrial	0.00	0.00	
Investments-1% Muni Jt Powers	1,383,212.87	1,383,212.87	
Investments-1% Optional	7,167,252.65	7,167,252.65	
Investments-Building Maintenance	38,689,398.84	38,689,398.84	
Investments-Campus Maintenance	4,061,015.33	4,061,015.33	
Investments-Campus Tech Center- Fund 004/027	2,521,932.35	2,521,932.35	
Investments-Cap Fac Excess	71,237.63	71,237.63	
Investments-Capital Replace Reserve	93,009,164.96	93,009,164.96	
Investments-Enhanced 911 Fees	408,256.42	408,256.42	
Investments-Fleet Management	10,399,602.09	10,399,602.09	
Investments-Gillette College	13,281.32	13,281.32	
Investments-Jt Powers Rec Maintenance - Fund 028	8,677,795.30	8,677,795.30	
Investments-PILT	3,509,911.07	3,509,911.07	
Investments-Pronghorn Center Main Reserve	1,315,097.74	1,315,097.74	
Investments-SCFM County Road Funds	3,854,780.37	3,854,780.37	
Investments-Short Term Future Capital Construction-Fund 696	15,303,998.55	15,303,998.55	
Investments-Town of Wright Rec Maintenance-Fund 695	1,652,081.96	1,652,081.96	
Investments-Wyoming Lottery/Off Track Betting	1,360,498.77	1,360,498.77	
Library	0.00	0.00	
Lodging Tax	(0.00)	0.00	
Los Caballos	0.00	0.00	
McKenny	0.00	0.00	
Meadow Springs I&S	0.00	0.00	
Means	775.30	775.30	
Means,Carter,N Hannum	400.00	400.00	
Moon Ridge	1,524.80	1,524.80	
Motor Vehicle County Fees	1,228,635.46	1,228,635.46	
Motor Vehicle State Fees	155,372.17	155,372.17	
Motor Vehicle Non Apportioned Fees	0.00	0.00	
Motor Vehicle Temp Sticker/paper Fee	0.00	0.00	
Mobile Machinery County Fees	3,092.12	3,092.12	
Mobile Machinery Pro-Rate	387.65	387.65	
Motor Vehicle Pro-Rate	6,936.61	6,936.61	
Motor Vehicle In Transit Permit	120.00	120.00	
Motor Vehicle Temp Worker Decals	0.00	0.00	
Museum	0.00	0.00	
North Rangeland	330.00	330.00	
Organ Donor Donations	10.43	10.43	
Oriva Hills	1,827.83	1,827.83	
Overbrook I&S	1,200.00	1,200.00	
Peoples	1,280.80	1,280.80	
Pineview	0.00	0.00	
Pinnacle Heights	300.00	300.00	
Prairieview	61,988.94	61,988.94	
Predatory	49,797.10	49,797.10	
Premium & Discounts	22,538.91	22,538.91	
Rafter D	0.00	0.00	
Recreation	0.00	0.00	
Rock Road I&S	0.00	0.00	
Rocky Point	0.00	0.00	
Rustic Hills	1,245.77	1,245.77	
Sales & Use Tax	748,742.81	748,742.81	

School--1 Mill Optional	0.00	0.00
School--6 Mill County Wide	66,206.45	66,206.45
School--25 Mill Special School	275,859.75	275,859.75
School--BOCES	0.00	0.00
School--Cap Main	0.00	0.00
School--General School	143,356.38	143,356.38
School--Rec Mill	11,034.49	11,034.49
School Bond Redemption	0.00	0.00
School Bond Redemption Interest	0.00	0.00
Small Buttes	0.00	0.00
South Douglas Hwy	11,730.82	11,730.82
Southern Industrial	0.00	0.00
Southfork Estates	600.00	600.00
Southside	0.00	0.00
Special Escrow	2,866,609.38	2,866,609.38
Stonegate Estates	0.00	0.00
Sundog	0.00	0.00
Taxes-Transportable Homes	610.06	610.06
Taxes-2019	0.00	0.00
Taxes-Interest 2019	0.00	0.00
Taxes-2018	(0.00)	0.00
Taxes-Interest 2018	(0.00)	0.00
Taxes-2017	0.00	0.00
Taxes-Interest 2017	0.00	0.00
Taxes-2016	0.00	0.00
Taxes-Interest 2016	0.00	0.00
Taxes-2015	0.00	0.00
Taxes-Interest 2015	0.00	0.00
Taxes-2014	0.00	0.00
Taxes-Interest 2014	0.00	0.00
Taxes-2013	0.00	0.00
Taxes-Interest 2013	0.00	0.00
Taxes-2012	0.00	0.00
Taxes-Interest 2012	0.00	0.00
Taxes-2011	0.00	0.00
Taxes-Interest 2011	0.00	0.00
Taxes-2010	0.00	0.00
Taxes-Interest 2010	0.00	0.00
Taxes-2009	0.00	0.00
Taxes-Interest 2009	0.00	0.00
Taxes-2008	0.00	0.00
Taxes-Interest 2008	0.00	0.00
Taxes-2007	0.00	0.00
Taxes-Interest 2007	0.00	0.00
Taxes-2006	0.00	0.00
Taxes-Interest 2006	0.00	0.00
Taxes-2005	0.00	0.00
Taxes-Interest 2005	0.00	0.00
Taxes-2004	0.00	0.00
Taxes-Interest 2004	0.00	0.00
Taxes-2003	0.00	0.00
Taxes-Interest 2003	0.00	0.00
Taxes-2002	0.00	0.00
Taxes-Interest 2002	0.00	0.00
Taxes-2001	0.00	0.00
Taxes-Interest 2001	0.00	0.00
Taxes-2000	0.00	0.00
Taxes-Interest 2000	0.00	0.00
Taxes-1999	0.00	0.00
Taxes-Interest 1999	0.00	0.00
Taxes-1998	0.00	0.00
Taxes-Interest 1998	0.00	0.00
Taxes-1997	0.00	0.00
Taxes-Interest 1997	0.00	0.00
Taxes-1996	0.00	0.00
Taxes-Interest 1996	0.00	0.00
Taxes-1995	0.00	0.00
Taxes-Interest 1995	0.00	0.00
Taxes-1994	0.00	0.00
Taxes-Interest 1994	0.00	0.00
Taxes-1993	0.00	0.00
Taxes-Interest 1993	0.00	0.00
Taxes-1992	0.00	0.00
Taxes-Interest 1992	0.00	0.00
Taxes-1991	0.00	0.00
Taxes-Interest 1991	0.00	0.00
Taxes-1990	0.00	0.00
Taxes-Interest 1990	0.00	0.00
Taxes Paid in Protest	935,084.80	935,084.80
Town of Wright	1,419.66	1,419.66
Veterans Exemptions	0.00	0.00
Watercraft VIN Fees	0.00	0.00
Weed & Pest	2,474.11	2,474.11
Wessex Impr & Service	0.00	0.00
Wild Horse Creek I&S	0.00	0.00
Wright Water & Sewer	1,519.38	1,519.38
	249,210,417.70	249,210,417.70
	249,210,417.70	Balance on Daily Receipts
	249,210,417.70	Balance on Trial Balance
	(0.00)	

SUMMARY

COUNTY TREASURER
of
Campbell County

1/31/2020

THE STATE OF WYOMING

ss.

County of Campbell

I, Rachael Knust, being first duly sworn according to law, on my oath do
depose and say that I am County Treasurer within and for the County of Campbell in the
State aforesaid; that the within and foregoing represents a true and correct Summary of
all my Receipts and Disbursements by me as such Treasurer, during the time herein
designated, so help me God.

Yvonne Wagner
County Treasurer

Subscribed and sworn to before me this ___7th day of __February, A.D. 2020.

Edward Staudius
County Clerk

Filed in the office of the County Clerk

_____, A.D. 2020

County Clerk

Approved by the Board of County
Commissioners this ___7th day of __February __, 2020

PAYROLL PAYMENT

FOR THE PAY PERIOD (S) ENDING

January 25, 2020
January 31, 2020

We do hereby approve the County Payroll as presented this 18th day of February 2020

Member _____

Member _____

Member _____

Member _____

Chairman _____

2-5-2020
date processed

PETITION FOR REBATE/CANCELLATION OF TAXES
STATE OF WYOMING
COUNTY OF CAMPBELL **No: 4072**

NAME: JVAN PHOTOGRAPHY

NOTICE ISSUED FOR:

NOVC#

OTHER: OUT OF BUSINESS

PARTIAL
 REBATE
 CANCELLATION

YEAR 2019

TAX NOTICE NO. 2701

DISTRICT NO. 100

ASSESSED VALUATION: 713

AMOUNT:\$ 42.72

Joy A. Clements **COUNTY ASSESSOR**

APPROVED: _____ **DENIED:** _____

THIS _____ **DAY OF** _____ , 20 _____

BOARD OF COUNTY COMMISSIONERS

FILED _____ , 20 _____

_____ **COUNTY CLERK**

2-5-2020
date processed

PETITION FOR REBATE/CANCELLATION OF TAXES
STATE OF WYOMING
COUNTY OF CAMPBELL **No: 4073**

NAME: S 3 H CUSTOM DESIGNS LLC

NOTICE ISSUED FOR:
NOVC#
OTHER: OUT OF BUSINESS

PARTIAL
 REBATE
 CANCELLATION

YEAR 2019
TAX NOTICE NO. 4657
DISTRICT NO. 100

ASSESSED VALUATION: 2,375

AMOUNT:\$ 142.30

 **COUNTY ASSESSOR**

APPROVED: _____ **DENIED:** _____

THIS _____ **DAY OF** _____ , **20** _____

BOARD OF COUNTY COMMISSIONERS

FILED _____ , **20** _____

COUNTY CLERK

2-5-2020
date processed

PETITION FOR REBATE/CANCELLATION OF TAXES
STATE OF WYOMING
COUNTY OF CAMPBELL No: 4074

NAME: PRAIRIE FORGE LP

NOTICE ISSUED FOR:
NOVC#
OTHER: OUT OF BUSINESS

PARTIAL
 REBATE
 CANCELLATION

YEAR 2019
TAX NOTICE NO. 4256
DISTRICT NO. 100

ASSESSED VALUATION: 49

AMOUNT:\$ 2.94

 COUNTY ASSESSOR

APPROVED: _____ DENIED: _____

THIS _____ DAY OF _____, 20 _____

BOARD OF COUNTY COMMISSIONERS

FILED _____, 20 _____

COUNTY CLERK



CAMPBELL COUNTY

ADULT TREATMENT COURTS

500 South Gillette Avenue, Suite 2500 Gillette, WY 82716

Office: (307) 687-6470 • Facsimile (307) 687-6376

January 30, 2020

Campbell County Board of Commissioners,

The Campbell County Adult Treatment Court is requesting to purchase a copy machine to replace the current machine which is beyond repair. The purchase amount for the Kyocera model TA 3553 ID#2977 serial # RFE9703391 is \$8149.00. This includes a major account discount of \$500.00 and a trade in value for the old machine of \$150.00. This quote was provided through Rocky Mountain Business Equipment LLC.

I am requesting a sole source purchase exemption rather than a request for proposal bid. Rocky Mountain Business Equipment LLC is the only local sales and maintenance provider for copy machines in the Gillette area.

Attachments: invoice and maintenance agreement.

Sincerely,

A handwritten signature in blue ink that reads "Chad Beeman". The signature is written in a cursive style with a long horizontal flourish at the end.

Chad Beeman
Coordinator
Campbell County Adult Treatment Courts

Rocky Mountain Business Equipment LLC

107 East 1st Street
 Gillette WY 82716

Invoice

Date	Invoice #
1/30/2020	M27666

Bill To
C.C. Adult Treatment Courts 500 South Gillette Avenue Suite #2500 Gillette, WY 82716

Ship To
C.C. Adult Treatment Courts 500 South Gillette Avenue Suite #2500 Gillette, WY 82716

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Net 10		1/30/2020			C.C. Adult Treatment Courts

Quantity	Item Code	Description	Price Each	Amount
1	Copiers	Kyocera TA 3553 ID# 2977 serial number: RFE9703391 Document Feeder Finisher/Stapler 2-3 Hole Punch Donation of black copies to the Adult Drug Court monthly at 3,000 copies per month by Rocky Mountain Business Equipment LLC	8,799.00	8,799.00
	Discount	Trade in value Kyocera TA400ci (disposal)	-150.00	0.00
	Discount	Additional Major Account Discount	-500.00	-150.00
				-500.00

			Total	\$8,149.00
--	--	--	--------------	------------



Maintenance Agreement

Effective Date: 2-1-2020

Customer Name: Campbell County Adult Treatment Courts

A/R Contact: Chad Beeman Coordinator Machine/Meter Contact: _____

Phone #: 307-687-6472 Phone #: _____

Fax: 307-687-6376 Fax: _____

Email: crb06@ccgov.net Email: _____

Billing Address: 500 S. Gillette Ave Suite 2500 Physical Address: _____

Gillette WY 82716 _____

City State Zip City State Zip

Equipment Covered by Contract:

Model	Serial Number	Start Meter	Amount Per Copy	B/W or Color	Base Billing
Kyocera TA3553	RFE9703391		0 Donation blk	B/W	Monthly
			.08 per print	Color	Monthly
				--	
				--	
				--	
				--	
				--	
				--	

Monthly Quarterly Annually

Notes: **Monthly Maintenance Agreement.**

Terms/Conditions:

- Service:** During the term of this maintenance agreement, Rocky Mountain Business Equipment will inspect the covered equipment at this location as necessary, including adjusting, cleaning and lubricating. Unless otherwise specified, the agreement assures customer of complete servicing and periodic inspection of the covered equipment at this location on an annual basis. This agreement does not cover any unnecessary service call initiated by the customer, as determined by Rocky Mountain Business Equipment as a substitute for failing to read or follow the instruction booklet or to participate in ordinary operator training in the use of the equipment. Maintenance agreement does cover interim calls during normal business hours, 8:00 AM to 5:00 PM., Monday through Friday (Except holidays) as reasonably necessitated by causes or reason other than carelessness, operator error, or improper handling of equipment.

2. **Parts:** All defective parts will be replaced without charge for the same, when available from original manufacturer, except those damaged by carelessness or misuse, and also excluding the following consumable items: **Printers:** Drums, Toner Masters, Developer, Heat Roller Kits or any supply item as listed by the manufacturer. **Faxes:** Fuser Rollers, and Cartridges.

3. **Limitations and Reservations:** This maintenance agreement does not include service work or parts necessitated by customer's carelessness or misuse of equipment, abnormal operating conditions, accident, or other casualty loss or injury. Rocky Mountain Business Equipment responsibilities under this maintenance cease if the equipment is repaired or adjusted by any person other than the one authorized by Rocky Mountain Business Equipment. Rocky Mountain Business Equipment is not responsible for providing parts no longer available from OEM sources. Rocky Mountain Business Equipment reserves the right to withhold or suspend any inspection of service calls under this maintenance agreement. Rocky Mountain Business Equipment's obligation to provide inspection and service extends to this location, and not otherwise, without Rocky Mountain Business Equipment written approval. Rocky Mountain Business Equipment reserves the right to adjust maintenance agreement pricing for any equipment moved from this location but which remains within Rocky Mountain Business Equipment service territory.

4. **Billing/Taxes:** Rocky Mountain Business Equipment will bill the customer for the maintenance agreement service and non-covered calls, or repairs, on a monthly or other periodic basis during the term. Maintenance pricing does not include any sales or use tax as may be applicable in Rocky Mountain Business Equipment service work; any such tax will be added to the monthly or other periodic invoice. Rocky Mountain Business Equipment may adjust this maintenance agreement upon 30 days written notice to the customer.

5. **Term:** This maintenance agreement is for a full year, of which the effective date above is the anniversary date. It is automatically renewed upon anniversary date without the issuing of a new contract, unless 30 days written notice is given for the non-renewal of this contract by either party

6. This maintenance agreement is for a full year, of which the effective date above is the anniversary date. It is automatically renewed upon anniversary date without the issuing of a new contract, unless 30 days written notice is given for the non-renewal of this contract by either party

7. **Liability:** Rocky Mountain Business Equipment IS NOT RESPONSIBLE FOR ANY LOSSES OR INJURIES TO CUSTOMER OR ANY THIRD PARTIES CAUSED BY THE EQUIPMENT OR ITS USE (OR MIS-USE) IN ANY MANNER.

8. **Rental Equipment:** If Equipment is a rental through VISTA Leasing Company Inc., the equipment will be guaranteed through the duration of the rental. After following the procedures of Rocky Mountain service trying to fix the equipment, Kyocera will be contacted to help in the process. If after this period Kyocera nor RMBE can fix the equipment it will be replaced upon agreement by the customer and Rocky Mountain Business Equipment.

Toner Included YES NO
 Staples Included YES NO

Other items not covered: **Paper & Staples NOT included.**

Customer's Acceptance:

Authorized Signature X _____
Printed Name _____
Title _____ **Date** _____

Authorized Rocky Mountain Business Equipment Signature



CREDIT CARD REQUEST

Please complete the credit card request form and submit it to the Office of Commissioners.

First Name: Colleen Last Name: Faber

Department: Commissioners Office

Mailing Address: 500 S. Gillette Avenue, Suite 1100

City: Gillette State: WY Zip Code: 82716

Business Phone: 307-682-7283 *Cell Phone: [REDACTED]

** If the bank detects suspicious charges on the card, the bank's fraudulent department will call the cell phone number on file to verify the charges.*

As an authorized cardholder, I understand that the card may be used for authorized Campbell County business and that no personal expenses are to be charged to the card. I am responsible for all charges made against the card and I am expected to submit itemized receipts/documentation for every transaction, resolve any discrepancies, and follow proper card security measures.


Employee Signature

02/10/2020
Date


Authorizing Department Signature

Date

FOR INTERNAL USE ONLY

Credit Card Request: Approve Deny

Credit Limit Increase: Approve Deny

Date: _____ Chairman Signature: _____

1st Line on Card: [REDACTED]

2nd Line on Card: [REDACTED]

Credit Limit: \$5,000

Date Submitted to First National Bank: _____



CREDIT CARD REQUEST

Please complete the credit card request form and submit it to the Office of Commissioners.

First Name: Jerry Last Name: Fitzner

Department: Emergency Management

Mailing Address: 500 S. Gillette Avenue, Suite 1100

City: Gillette State: WY Zip Code: 82716

Business Phone: 307-686-7477 *Cell Phone: [REDACTED]

** If the bank detects suspicious charges on the card, the bank's fraudulent department will call the cell phone number on file to verify the charges.*

As an authorized cardholder, I understand that the card may be used for authorized Campbell County business and that no personal expenses are to be charged to the card. I am responsible for all charges made against the card and I am expected to submit itemized receipts/documentation for every transaction, resolve any discrepancies, and follow proper card security measures.

[Signature]
Employee Signature

02/11/2020
Date

[Signature]
Authorizing Department Signature

2/11/2020
Date

FOR COMMISSIONERS OFFICE USE ONLY

Credit Card Request: Approve Deny

Credit Limit Increase: Approve Deny

Date: _____ Chairman Signature: _____

1st Line on Card: [REDACTED]

2nd Line on Card: [REDACTED]

Credit Limit: 3,000

Date Submitted to First National Bank: _____



CREDIT CARD REQUEST

Please complete the credit card request form and submit it to the Office of Commissioners.

First Name: Elizabeth Last Name: Edwards

Department: Fair Board

Mailing Address: PO Box 65

City: Gillette State: WY Zip Code: 82717

Business Phone: 307-687-0200 *Cell Phone: [REDACTED]

* If the bank detects suspicious charges on the card, the bank's fraudulent department will call the cell phone number on file to verify the charges.

As an authorized cardholder, I understand that the card may be used for authorized Campbell County business and that no personal expenses are to be charged to the card. I am responsible for all charges made against the card and I am expected to submit itemized receipts/documentation for every transaction, resolve any discrepancies, and follow proper card security measures.

Employee Signature

Date

Authorizing Department Signature

Date

FOR COMMISSIONERS OFFICE USE ONLY

Credit Card Request: Approve Deny

Credit Limit Increase: Approve Deny

Date: Chairman Signature:

1st Line on Card: [REDACTED]

2nd Line on Card: [REDACTED]

Credit Limit: \$10,000

Date Submitted to First National Bank:



OFFICE
 500 South Gillette Avenue
 Suite 1100
 Gillette, Wyoming 82716
 (307) 682-7283
 (307) 687-6325 FAX
 www.ccgov.net

Carol J. Seeger, Commissioners
 Administrative Director

BOARD OF COMMISSIONERS
 D.G. Reardon, Chairman
 Rusty Bell
 Bob Maul
 Del Shelstad
 Colleen Faber

MEMORANDUM

TO: CAMPBELL COUNTY BOARD OF COMMISSIONERS
FROM: Sandra Beeman
RE: Line Item Transfer
DATE: 11 February 2020

Please make the following line item transfers:

Transfer From:			Transfer To:	
Amount	Account #	Account Name	Account #	Account Name
\$130.00	013.6091	Public Relations/Promotions	013.6101	Periodicals

Explanation:



OFFICE

500 South Gillette Avenue
 Suite 1100
 Gillette, Wyoming 82716
 (307) 682-7283
 (307) 687-6325 FAX
 www.ccgov.net

TO: Board of Commissioners
FROM: Extension Office
DATE: 02/07/2020
SUBJECT: Line Item Transfer Request

Please make the following line item transfers:

Transfer From:			Transfer To:	
Amount	Account #	Account Name	Account #	Account Name
632.50	102.6517.2	Staff Development	102.7342	Program Support
250.00	102.6517.4	Travel & Transportation	102.7342	Program Support
63.08	102.6517.5	Meals & Lodging	102.7342	Program Support
150.00	103.6517.5	Meals & Lodging	103.6281	Automobile
400.00	106.6283	Meals & Lodging	106.7488	Program Support

Explanation:
 Transfer funds to Program Support. Kim Fry
 Transfer funds to Automobile. Celeste Robinson
 Transfer funds to Program Support. Michelle Vigil



OFFICE
 500 South Gillette Avenue
 Suite 1100
 Gillette, Wyoming 82716
 (307) 682-7283
 (307) 687-6325 FAX
 www.ccgov.net

TO: Board of Commissioners
FROM: Wendy Balo
DATE: 02/18/2020
SUBJECT: Line Item Transfer Request

Please make the following line item transfers:

Transfer From:			Transfer To:	
Amount	Account #	Account Name	Account #	Account Name
\$25,000	083.7276.02	CCJPFB Parking Lot	6777.03	CCJPFB Maintenance

Explanation: Due to an unexpected large capital expense (\$30,000+) at Fire Station #1 involving boiler flushing/glycol replacement and repair, our \$85,000 line item in account 6777.03 is down to \$14,175 with five months remaining in the fiscal year. We discussed the issue with the Fire Chief and Comptroller and all agreed that moving the money from the parking maintenance to general maintenance is prudent and warranted. We have a current backlog of work orders on CCJPFB properties that are on hold due to the shortage of budget.

APPENDIX I



Campbell County

Mobile Computing Device Request

This form is to be used to request access to the Campbell County Network for use by a mobile computing device. This device may be a personally owned device or a County owned device. Requests for the authorization to purchase a County owned device should be made through the budget process. This form also acknowledges your understanding and acceptance of the Campbell County Personnel Guideline 507. Electronic Data and Voice Communications Equipment Use.

Employee Information

Name: Jerry Fitzner

Employee #: [REDACTED]

Title: Deputy EM Coordinator

Department: Emergency Management

Supervisor Name: David King

Type of Device access is being requested for: Apple iPhone

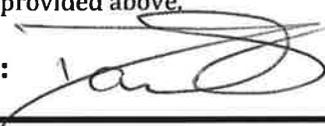
Owner of the device (i.e. Personal, County owned): Personal

Level of Access Requested: Outlook Email & Calendar

Justification: Access to county e-mail and calendar is imperative when working outside of office.

Department Head Approval

I hereby request the employee named above be given access to the Campbell County Network based on the information provided above.

Signature: 

Date: 2/11/2020

Date of Approval:

Date of Denial:

Reason for Action:

Commissioner Signature:

Wyoming



Western Surety Company

OFFICIAL BOND AND OATH

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 71421492

That we Anita Czapeczka

of Gillette, Wyoming, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of Wyoming, as Surety, are held and firmly bound

unto PINNACLE HEIGHTS I&S DISTRICT, the State of Wyoming, in the penal

sum of Ten Thousand and 00/100 DOLLARS (\$ 10,000.00), to which payment well and truly to be made, we bind ourselves and our legal representatives, jointly and severally, firmly by these presents.

Dated this 30th day of January, 2020.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the above bounden

Appointed

Principal was duly Elected to the office of TREASURER

in the of PINNACLE HEIGHTS I&S DISTRICT

and State aforesaid for the term beginning February 14, 2020, and ending

February 14, 2021.

NOW THEREFORE, If the above bounden Principal and his deputies shall faithfully, honestly and

impartially perform all the duties of his said office of TREASURER

as is or may be prescribed by law, and shall with all reasonable skill, diligence, good faith and honesty safely keep and be responsible for all funds coming into the hands of such officer by virtue of his office; and pay over without delay to the person or persons authorized by law to receive the same, all moneys which may come into his hands by virtue of his said office; and shall well and truly deliver to his successor in office, or such other person or persons as are authorized by law to receive the same, all moneys, books, papers and things of every kind and nature held by him as such officer, the above obligation shall be void, otherwise to remain in full force and effect.

Approved by the Board of County Commissioners this..... day of

.....A.D. 20.....

Anita Czapeczka
Principal

WESTERN SURETY COMPANY

By Paul T. Bruhat
Paul T. Bruhat, Vice President

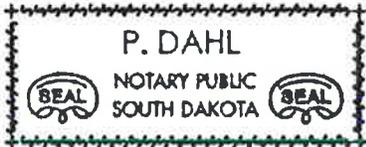
Approved by Deputy County Attorney (CAO) 2-10-20

ACKNOWLEDGMENT OF SURETY
(Corporate Officer)

STATE OF SOUTH DAKOTA }
County of Minnehaha } ss

On this 30th day of January, 2020, before me, appeared

Paul T. Bruflat to me personally known, being by me sworn, and did say that he is the aforesaid officer of WESTERN SURETY COMPANY, and that the seal affixed to said instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its Board of Directors, and said officer acknowledged said instrument to be the free act and deed of said corporation.



P. Dahl
Notary Public

My Commission Expires June 18, 2025

OATH OF OFFICE

I do solemnly swear (or affirm) that I will support, obey and defend the constitution of the United States, and the constitution of the state of Wyoming; that I have not knowingly violated any law related to my election or appointment, or caused it to be done by others; and that I will discharge the duties of my office with fidelity.

Anita Czapuczka

State of Wyoming }
County of Campbell } ss

This Oath of Office was subscribed and sworn to before me by Anita Czapuczka
on this 4th day of February, 2020
My commission expires



Nebbie Vavra
Notary Public, Wyoming

ACKNOWLEDGMENT OF PRINCIPAL

THE STATE OF WYOMING }
County of Campbell } ss

On this 4th day of February, 2020, before me, personally appeared

Anita Czapuczka, to me known to be the person described in and who executed the foregoing instrument as Principal, and acknowledged that the same was executed as her free act and deed.

My commission expires

Nebbie Vavra
Notary Public, Wyoming

Nebbie Vavra
Notary Public, Wyoming

Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls,
State of South Dakota, its regularly elected Vice President,
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One Treasurer Pinnacle Heights I&S Distict

bond with bond number 71421492

for Anita Czapeczka

as Principal in the penalty amount not to exceed: \$10,000.00

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its Vice President with the corporate seal affixed this 30th day of January, 2020.

ATTEST

A. Viator
A. Viator, Assistant Secretary

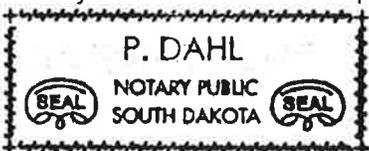
WESTERN SURETY COMPANY
By Paul T. Bruflat
Paul T. Bruflat, Vice President



STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

On this 30th day of January, 2020, before me, a Notary Public, personally appeared Paul T. Bruflat and A. Viator

who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the voluntary act and deed of said Corporation.



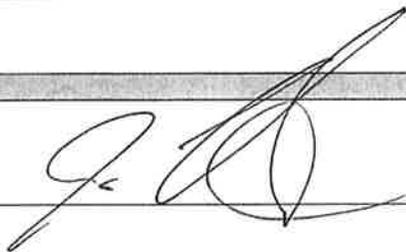
My Commission Expires June 18, 2025

P. Dahl
Notary Public



Position Vacancy Justification

2020-012

Department:	CAM-PLEX	Date:	2/7/2020	
Position Title:	Event Technician			
Classification Band / Range:	52	Current Salary of Incumbent:	\$40,601.60	
Salary Range:	Min \$19.52	Mid \$23.43	Max \$27.34	
Justification for Hiring Position:	Filling existing budgeted position due to involuntary termination.			
Incumbent:	[REDACTED]			
Position Originated:	1985			
Funding Source for Position:	County: Yes	State: No	Federal: No	Other: Yes Explain Other: City – 20%
Status Code:	Full-Time Yes	Part-Time	Number of Annual Hours:	2080
Reason for Vacancy:	Replacement due to Termination: X	Replacement due to Retirement:	New Position:	
Existing Budgeted Position:	Yes			
Benefit Eligible:	Yes			
Department Head Signature & Date	 <i>2/7/20</i>			
Commissioner Approval & Date:	 <i>2/10/2020</i>			

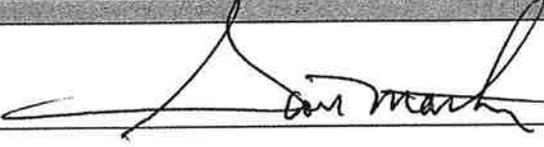
2020-014

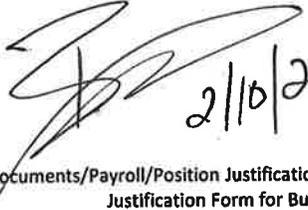
POSITION VACANCY JUSTIFICATION

Department:	CDS - CC	Date:	2/10/2020		
Position Title: Speech Pathologist					
Classification Band:	67/30	Current Salary:	\$67,152.00		
Salary Range:					
Minimum:	\$58,802.00	Mid-Point:	\$70,574.00	Maximum:	\$82,326.00
Position Justification:					
Termed incumbent: [REDACTED]					
Position Originated:					
Funding Source for Position:	County	<input checked="" type="checkbox"/>		State	<input checked="" type="checkbox"/>
	Federal	<input type="checkbox"/>		Other	<input type="checkbox"/>
					WIC Program (Please explain)
Classification:	Full Time	<input checked="" type="checkbox"/>	Part Time		Number of Hours
	Exempt	<input checked="" type="checkbox"/>	Non-Exempt		2080
Reason for Vacancy:	Replacing Termination	<input checked="" type="checkbox"/>	New Position		
Existing Budgeted Position:	Yes	<input checked="" type="checkbox"/>	No		If No, Please explain:
Benefit Eligible:	Yes	<input checked="" type="checkbox"/>	No		Please explain:
Department Head Signature:					
Commissioner Approval:					

Routing: Original: HR for review; HR forward to Commissioners' for approval & signature; return to HR; HR file and make copy to send to requesting department.

Position Vacancy Justification

Department:	Sheriff's Office			Date:	2/6/2020
Position Title:	Administrative Assistant I-II-III				
Classification Band / Range:	39-46-49	Current Salary of Incumbent:	\$37.69		
Salary Range:	Min \$14.17	Mid \$21.77	Max \$25.38		
Justification for Hiring Position:	Filling existing budgeted position after the interoffice promotion of current employee to Information Technology Specialist.				
Termed Incumbent:	[REDACTED]				
Position Originated:	Budgeted Position for fiscal year 2019-2020.				
Funding Source for Position:	County: Yes	State:	Federal:	Other:	Explain Other:
Status Code:	Full-Time Yes	Part-Time:	Number of Annual Hours:	2080	
Reason for Vacancy:	Replacement due to Termination:	Replacement due to Retirement: Gina Monk (1/3/2020)	New Position:		
Existing Budgeted Position:	Yes				
Benefit Eligible:	Yes				
Department Head Signature & Date					
Commissioner Approval & Date:					


2/10/2020

SICK LEAVE TRANSFER REQUEST FORM

TO: Campbell County Board of Commissioners

Donating Department: Roads Bridge

Receiving Department: Roads Bridge

DATE: 01/30/2020

Please consider this request to transfer up to 40 hours of accrued sick leave. Note: No single donation should exceed 40 hrs.)

This request is # _____ of # _____. (Numbers should indicate order of use as well as total submission.)

Dates of absence: Beginning: Through: unknown at this time

Anticipated return: _____ - _____ - _____.

From: 100167
Employee Number

To: 452623
Employee Number

Department Head Approval

Department Head Approval

FURTHER INFORMATION: (Please check applicable boxes)

- Currently an FMLA Qualifying Leave
- Was an FMLA Qualifying Leave

[Signature]
2/4/2020

Refer to Personnel Guideline #403 Sick Leave for details regarding Sick Leave Transfers.

For Commission Office Use Only:

Date - Board of Commissioner Action: _____

Approved _____ Disapproved _____ Pending _____

Routing: Origination Department: Complete & print form obtain applicable signatures forward to HR; HR Department: Review & approve, make copy for file and copy to return to department indicating the date of Commissioner meeting, forward original to Commissioners for inclusion on consent agenda; Commissioners: include on consent agenda, after Commissioner action file original; Payroll: After approval record transfer from Commissioners meeting minutes; Origination Department: Check outcome from Commissioners meeting minutes.

SICK LEAVE TRANSFER REQUEST FORM

TO: Campbell County Board of Commissioners

Donating Department: Assessor

Receiving Department: Public Works

DATE: 2-5-20

Please consider this request to transfer up to 40 hours of accrued sick leave. No single donation should exceed 40 hrs.

This request is # 1 of # 1. (Numbers should indicate order of use as well as total submission.)

Dates of absence: Beginning: _____ Through: _____

Anticipated return: _____ - _____ - _____.

From: 100992
Employee Number

To: 626062
Employee Number


Department Head Approval


Department Head Approval

FURTHER INFORMATION: (Please check applicable boxes)

- Currently an FMLA Qualifying Leave
- Was an FMLA Qualifying Leave

Refer to Personnel Guideline #403 Sick Leave for details regarding Sick Leave Transfers.

For Commission Office Use Only:

Date - Board of Commissioner Action: _____

Approved _____ Disapproved _____ Pending _____

Routing: Origination Department: Complete & print form obtain applicable signatures forward to HR; HR Department: Review & approve, make copy for file and copy to return to department indicating the date of Commissioner meeting, forward original to Commissioners for inclusion on consent agenda; Commissioners: include on consent agenda, after Commissioner action file original; Payroll: After approval record transfer from Commissioners meeting minutes; Origination Department: Check outcome from Commissioners meeting minutes.


2/5/2020

CAMPBELL COUNTY SOCIAL MEDIA AND NETWORKING APPROVAL & AGREEMENT FORM

Name: Jerry Fitzner

Title: Deputy Emergency Management Coordinator

Employee # [REDACTED]

Department: Commissioners/EMA

Justification:

To assist David King with Social Media posts for Emergency Management

Authorized to access the following County websites, social media pages, and social networking sites:

County Website, Code Red, Facebook

I have received the Social Media Use Guideline, and I agree to use the County websites, County-approved social media pages and engage in social networking activities for County business only as appropriate and in compliance with this Guideline. I understand that I must have approval from my Department Director and the Office of the Commissioners to use County websites, social media pages, or engage in social networking on behalf of the County. I also understand I am responsible for all posting made by me on County websites, social media pages, or in the social networking activates including those made in the comments sections. I further understand that this guideline also applies to County-related postings made by me via personal (non-County) websites, social media pages, and social networking activities, and I agree to adhere to the guidelines in this guideline when so doing.

I acknowledge that all content on County websites, County-approved social media pages, or in social networking activities are considered to be County property and will be monitored by a designated official of the County. I understand that employees do not have privacy rights in the use of County websites, social media pages, or in social networking activities, and the postings, data, access to, or distribution of such materials is subject to all applicable laws.

I agree to abide by all procedures as set forth by the Social Media Use Guideline when accessing, posting, or publishing content on County websites, County-approved social media pages, or social networking activities. I acknowledge that any violation of the responsibilities, or guidelines outlined in this policy, or in any future modified policies, can be grounds for disciplinary action, up to and including termination of my employment.

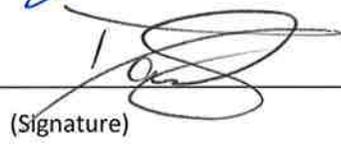
Jerry Fitzner

Printed Name


(Signature)

02/11/2020
(Date)

Approved by Department Director:


(Signature)

2/11/2020
(Date)

Public Information Coordinator Recommendation: Approve Deny _____

(Signature) (Date)

Approved by Commissioners: _____

(Signature) (Date)

Route director approved copy to Public Information Coordinator. PIC will route to Commissioners.

The following page(s) contain the backup material for Agenda Item: [9:25 Tyler Software System](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.



OFFICE
500 South Gillette Avenue
Suite 1100
Gillette, Wyoming 82716
(307) 682-7283
(307) 687-6325 FAX
www.ccgov.net

Carol J. Seeger, Commissioners
Administrative Director

BOARD OF COMMISSIONERS
D.G. Reardon, Chairman
Rusty Bell
Bob Maul
Del Shelstad
Colleen Faber

MEMORANDUM

TO: Board of County Commissioners
D.G. Reardon, Chairman
Rusty Bell, Member
Bob Maul, Member
Del Shelstad, Member
Colleen Faber, Member

FROM: Carol Seeger
Commission Admin. Director

RE: *Tyler Software System*

DATE: February 18, 2020

Accompanying this memo, are three quotes for data conversion costs to convert data for the Fire Department, Cam-Plex and Weed & Pest into the Tyler software system.

The fees provided for in the original agreement were for costs for converting one data base that being for the general county. As you know, the fire department and Cam-Plex as well as Weed & Pest are all being brought onto the Tyler software system so their data will also need to be converted. Although a bit of an unexpected cost because we were under the belief that the original agreement included fees for four data base conversions, I am pleased to inform you that Beth Kirsch has done an admirable job negotiating with Tyler to reduce the amounts originally quoted for this service.

Should you have additional questions or concerns, either myself or Beth would be happy to assist.



Quoted By: Maddie McCambridge
 Date: 1/20/2020
 Quote Expiration: 6/27/2020
 Quote Name: Campbell County Fire - Munis Conversions
 Quote Number: 2019-99766-2
 Quote Description: Campbell County Fire - Munis Conversion Quote B
 (Accounting conversions 5 years)

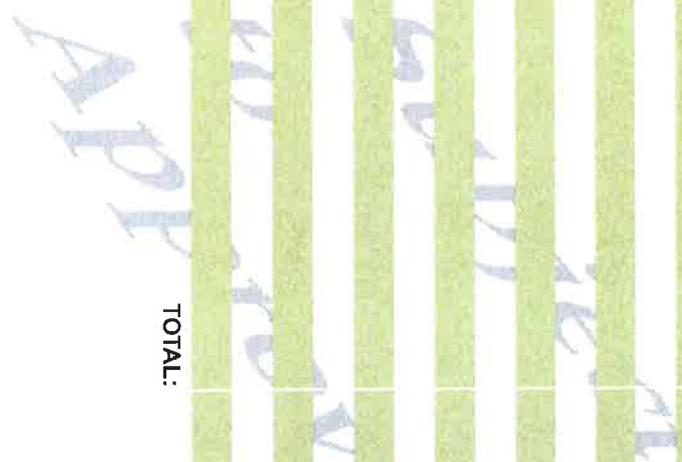
Sales Quotation For
 Campbell County Fire Department
 106 Rohan Avenue
 Gillette, WY 82716-3530
 Phone 307-682-5319

Tyler Software and Related Services

Description	License	Impl. Hours	Impl. Cost	Data Conversion	Module Total	Year One Maintenance
Additional:						
Accounting - Actuals up to 3 years - B (2)	\$0.00	0	\$0.00	\$2,000.00	\$2,000.00	\$0.00
Accounting - Budgets up to 3 years - B (2)	\$0.00	0	\$0.00	\$2,000.00	\$2,000.00	\$0.00
Accounting Standard COA - B	\$0.00	0	\$0.00	\$2,000.00	\$2,000.00	\$0.00
Accounts Payable - Checks up to 5 years - B	\$0.00	0	\$0.00	\$2,200.00	\$2,200.00	\$0.00
Accounts Payable - Invoice up to 5 years - B	\$0.00	0	\$0.00	\$2,800.00	\$2,800.00	\$0.00
Accounts Payable Standard Master - B	\$0.00	0	\$0.00	\$1,200.00	\$1,200.00	\$0.00
General Billing - Bills up to 5 years - B	\$0.00	0	\$0.00	\$3,500.00	\$3,500.00	\$0.00
General Billing - Recurring Invoices - B	\$0.00	0	\$0.00	\$1,680.00	\$1,680.00	\$0.00
General Billing Std CID - B	\$0.00	0	\$0.00	\$1,000.00	\$1,000.00	\$0.00
Payroll - Accrual Balances - B	\$0.00	0	\$0.00	\$1,500.00	\$1,500.00	\$0.00
Payroll - Accumulators up to 5 years - B	\$0.00	0	\$0.00	\$1,400.00	\$1,400.00	\$0.00
Payroll - Check History up to 5 years - B	\$0.00	0	\$0.00	\$1,200.00	\$1,200.00	\$0.00
Payroll - Deductions - B	\$0.00	0	\$0.00	\$1,800.00	\$1,800.00	\$0.00
Payroll - Earning/Deduction Hist up to 5 years - B	\$0.00	0	\$0.00	\$2,500.00	\$2,500.00	\$0.00

Detailed Breakdown of Conversions (Included in Contract Total)

Description	Unit Price	Unit Discount	Extended Price
Accounting - Actuals up to 3 years (2)	\$1,000.00	\$500.00	\$1,000.00
Accounting - Budgets up to 3 years (2)	\$1,000.00	\$500.00	\$1,000.00
Accounting Standard COA	\$2,000.00	\$1,000.00	\$1,000.00
Accounts Payable - Checks up to 5 years	\$2,200.00	\$1,100.00	\$1,100.00
Accounts Payable - Invoice up to 5 years	\$2,800.00	\$1,400.00	\$1,400.00
Accounts Payable Standard Master	\$1,200.00	\$600.00	\$600.00
General Billing - Bills up to 5 years	\$3,500.00	\$1,750.00	\$1,750.00
General Billing - Recurring Invoices	\$1,680.00	\$840.00	\$840.00
General Billing Std CID	\$1,000.00	\$500.00	\$500.00
Payroll - Accrual Balances	\$1,500.00	\$750.00	\$750.00
Payroll - Accumulators up to 5 years	\$1,400.00	\$700.00	\$700.00
Payroll - Check History up to 5 years	\$1,200.00	\$600.00	\$600.00
Payroll - Deductions	\$1,800.00	\$900.00	\$900.00
Payroll - Earning/Deduction Hist up to 5 years	\$2,500.00	\$1,250.00	\$1,250.00
Payroll - PM Action History up to 5 years	\$1,400.00	\$700.00	\$700.00
Payroll - Standard	\$2,000.00	\$1,000.00	\$1,000.00
TOTAL:			\$15,090.00



Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held for six (6) months from the Quote date or the Effective Date of the contract, whichever is later.

Customer Approval: _____

Date: _____

Print Name: _____

P.O. # _____

All primary values quoted in US Dollars

Subject to Approval

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
 - Implementation and other professional services fees shall be invoiced as delivered.
 - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations by module, and 50% upon delivery of custom desktop procedures, by module.
 - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
 - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
 - If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
 - Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite.
 - Expenses associated with onsite services are invoiced as incurred.

Conversion prices are based on a single occurrence of the database. If additional databases need to be converted, these will need to be quoted.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the size and scope of your project. The actual amount of services depends on such factors as your level of involvement in the project and the speed of knowledge transfer.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely, but can be done onsite upon request at an additional cost.

Comments

In the event Client cancels services less than two (2) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

Implementation hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

Tyler's pricing is based on the scope of proposed products and services being obtained from Tyler. Should portions of the scope of products or services be removed by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

Development modifications, interfaces and services, where applicable, shall be invoiced to the client in the following manner: 50% of total upon authorized signature to proceed on program specifications and the remaining 50% of total upon delivery of modifications, interface and services.

Subject to Approval



Quoted By: Maddie McCambridge
 Date: 1/20/2020
 Quote Expiration: 6/27/2020
 Quote Name: Cam-Plex Munis Conversion Quote
 Quote Number: 2019-99761-2
 Quote Description: Conversion estimate for Cam-Plex site - Quote B (Accounting 5 years)

Sales Quotation For
 Campbell County Cam-Plex
 1635 Reata Drive
 Gillette, WY 82718
 Phone +1 (307) 682-0552

Tyler Software and Related Services

Description	License	Impl. Hours	Impl. Cost	Data Conversion	Module Total	Year One Maintenance
Additional:						
Accounting - Actuals up to 3 years - B (2)	\$0.00	0	\$0.00	\$2,000.00	\$2,000.00	\$0.00
Accounting - Budgets up to 3 years - B (2)	\$0.00	0	\$0.00	\$2,000.00	\$2,000.00	\$0.00
Accounting Standard COA - B	\$0.00	0	\$0.00	\$2,000.00	\$2,000.00	\$0.00
Accounts Payable - Checks up to 5 years - B	\$0.00	0	\$0.00	\$2,200.00	\$2,200.00	\$0.00
Accounts Payable - Invoice up to 5 years - B	\$0.00	0	\$0.00	\$2,800.00	\$2,800.00	\$0.00
Accounts Payable Standard Master - B	\$0.00	0	\$0.00	\$1,200.00	\$1,200.00	\$0.00
General Billing - Bills up to 5 years - B	\$0.00	0	\$0.00	\$3,500.00	\$3,500.00	\$0.00
General Billing - Recurring Invoices - B	\$0.00	0	\$0.00	\$1,680.00	\$1,680.00	\$0.00
General Billing Std CID - B	\$0.00	0	\$0.00	\$1,000.00	\$1,000.00	\$0.00
Payroll - Accrual Balances - B	\$0.00	0	\$0.00	\$1,500.00	\$1,500.00	\$0.00
Payroll - Accumulators up to 5 years - B	\$0.00	0	\$0.00	\$1,400.00	\$1,400.00	\$0.00
Payroll - Check History up to 5 years - B	\$0.00	0	\$0.00	\$1,200.00	\$1,200.00	\$0.00
Payroll - Deductions - B	\$0.00	0	\$0.00	\$1,800.00	\$1,800.00	\$0.00
Payroll - Earning/Deduction Hist up to 5 years - B	\$0.00	0	\$0.00	\$2,500.00	\$2,500.00	\$0.00

Tyler Software and Related Services

Description	License	Impl. Hours	Impl. Cost	Data Conversion	Module Total	Year One Maintenance
Payroll - PM Action History up to 5 years - B	\$0.00	0	\$0.00	\$1,400.00	\$1,400.00	\$0.00
Payroll - Standard - B	\$0.00	0	\$0.00	\$2,000.00	\$2,000.00	\$0.00
TOTAL:	\$0.00	0	\$0.00	\$30,180.00	\$30,180.00	\$0.00

Summary

	One Time Fees	Recurring Fees
Total Tyler Software	\$0.00	\$0.00
Total Tyler Services	\$30,180.00	\$0.00
Total 3rd Party Hardware, Software and Services	\$0.00	\$0.00
Summary Total	\$30,180.00	\$0.00
Contract Total	\$30,180.00	

Detailed Breakdown of Conversions (Included in Contract Total)

Description	Unit Price	Unit Discount	Extended Price
Accounting - Actuals up to 3 years (2)	\$1,000.00	\$0.00	\$2,000.00
Accounting - Budgets up to 3 years (2)	\$1,000.00	\$0.00	\$2,000.00
Accounting Standard COA	\$2,000.00	\$0.00	\$2,000.00
Accounts Payable - Checks up to 5 years	\$2,200.00	\$0.00	\$2,200.00
Accounts Payable - Invoice up to 5 years	\$2,800.00	\$0.00	\$2,800.00
Accounts Payable Standard Master	\$1,200.00	\$0.00	\$1,200.00
General Billing - Bills up to 5 years	\$3,500.00	\$0.00	\$3,500.00
General Billing - Recurring Invoices	\$1,680.00	\$0.00	\$1,680.00
General Billing Std CID	\$1,000.00	\$0.00	\$1,000.00
Payroll - Accrual Balances	\$1,500.00	\$0.00	\$1,500.00
Payroll - Accumulators up to 5 years	\$1,400.00	\$0.00	\$1,400.00
Payroll - Check History up to 5 years	\$1,200.00	\$0.00	\$1,200.00
Payroll - Deductions	\$1,800.00	\$0.00	\$1,800.00
Payroll - Earning/Deduction Hist up to 5 years	\$2,500.00	\$0.00	\$2,500.00
Payroll - PM Action History up to 5 years	\$1,400.00	\$0.00	\$1,400.00
Payroll - Standard	\$2,000.00	\$0.00	\$2,000.00
TOTAL:			\$30,180.00

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
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 - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
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Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely, but can be done onsite upon request at an additional cost.

Comments

In the event Client cancels services less than two (2) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

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Development modifications, interfaces and services, where applicable, shall be invoiced to the client in the following manner: 50% of total upon authorized signature to proceed on program specifications and the remaining 50% of total upon delivery of modifications, interface and services.



Quoted By: Maddie McCambridge
 Date: 1/20/2020
 Quote Expiration: 6/27/2020
 Quote Name: Campbell County Weed & Pest - Munis Conversion Proposal
 Quote Number: 2019-99769
 Quote Description: Campbell County Weed & Pest - Munis Accounting Conversion Proposal (based on General County)

Sales Quotation For
 Campbell County Weed & Pest
 11 Northern Drive
 Gillette, WY 82716
 Phone +1 (307) 682-4369

Tyler Software and Related Services

Description	License	Impl. Hours	Impl. Cost	Data Conversion	Module Total	Year One Maintenance
Additional:						
Accounting - Actuals up to 3 years - B (3)	\$0.00	0	\$0.00	\$3,000.00	\$3,000.00	\$0.00
Accounting - Budgets up to 3 years - B (3)	\$0.00	0	\$0.00	\$3,000.00	\$3,000.00	\$0.00
Accounting Standard COA - B	\$0.00	0	\$0.00	\$2,000.00	\$2,000.00	\$0.00
Accounts Payable - Checks up to 5 years - B (2)	\$0.00	0	\$0.00	\$4,400.00	\$4,400.00	\$0.00
Accounts Payable - Invoice up to 5 years - B (2)	\$0.00	0	\$0.00	\$5,600.00	\$5,600.00	\$0.00
Accounts Payable Standard Master - B	\$0.00	0	\$0.00	\$1,200.00	\$1,200.00	\$0.00
Asset Maintenance - Closed Work Order History No Cost Data - B	\$0.00	0	\$0.00	\$3,000.00	\$3,000.00	\$0.00
Asset Maintenance - Work Order Asset - B	\$0.00	0	\$0.00	\$4,000.00	\$4,000.00	\$0.00
Asset Maintenance - Work Order History With Cost Data - B	\$0.00	0	\$0.00	\$3,000.00	\$3,000.00	\$0.00
Capital Assets Std Master - B	\$0.00	0	\$0.00	\$2,000.00	\$2,000.00	\$0.00
General Billing - Bills up to 5 years - B	\$0.00	0	\$0.00	\$3,500.00	\$3,500.00	\$0.00
General Billing - Recurring Invoices - B	\$0.00	0	\$0.00	\$1,680.00	\$1,680.00	\$0.00

Detailed Breakdown of Conversions (included in Contract Total)

Description	Unit Price	Unit Discount	Extended Price
Accounting - Actuals up to 3 years (3)	\$1,000.00	\$500.00	\$1,500.00
Accounting - Budgets up to 3 years (3)	\$1,000.00	\$500.00	\$1,500.00
Accounting Standard COA	\$2,000.00	\$1,000.00	\$1,000.00
Accounts Payable - Checks up to 5 years (2)	\$2,200.00	\$1,100.00	\$2,200.00
Accounts Payable - Invoice up to 5 years (2)	\$2,800.00	\$1,400.00	\$2,800.00
Accounts Payable Standard Master	\$1,200.00	\$600.00	\$600.00
Asset Maintenance - Closed Work Order History No Cost Data	\$3,000.00	\$1,500.00	\$1,500.00
Asset Maintenance - Work Order Asset	\$4,000.00	\$2,000.00	\$2,000.00
Asset Maintenance - Work Order History With Cost Data	\$3,000.00	\$1,500.00	\$1,500.00
Capital Assets Std Master	\$2,000.00	\$1,000.00	\$1,000.00
General Billing - Bills up to 5 years	\$3,500.00	\$1,750.00	\$1,750.00
General Billing - Recurring Invoices	\$1,680.00	\$840.00	\$840.00
General Billing Std CID	\$1,000.00	\$500.00	\$500.00
Purchase Orders - Closed PO's	\$1,800.00	\$900.00	\$900.00
Payroll - Accrual Balances (2)	\$1,500.00	\$750.00	\$1,500.00
Payroll - Accumulators up to 5 years (2)	\$1,400.00	\$700.00	\$1,400.00
Payroll - Check History up to 5 years (2)	\$1,200.00	\$600.00	\$1,200.00
Payroll - Deductions (2)	\$1,800.00	\$900.00	\$1,800.00
Payroll - Earning/Deduction Hist up to 5 years (2)	\$2,500.00	\$1,250.00	\$2,500.00
Payroll - PM Action History up to 5 years (2)	\$1,400.00	\$700.00	\$1,400.00
Payroll - Standard	\$2,000.00	\$1,000.00	\$1,000.00
Purchase Orders - Standard Open PO's only	\$1,800.00	\$900.00	\$900.00
TOTAL:			\$31,290.00

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held for six (6) months from the Quote date or the Effective Date of the contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____ P.O. #: _____

All primary values quoted in US Dollars _____

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
 - Implementation and other professional services fees shall be invoiced as delivered.
 - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
 - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
 - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
 - If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
 - Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite.
 - Expenses associated with onsite services are invoiced as incurred.
- Conversion prices are based on a single occurrence of the database. If additional databases need to be converted, these will need to be quoted.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the size and scope of your project. The actual amount of services depends on such factors as your level of involvement in the project and the speed of knowledge transfer.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely, but can be done onsite upon request at an additional cost.

Comments

In the event Client cancels services less than two (2) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

Implementation hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

Tyler's pricing is based on the scope of proposed products and services being obtained from Tyler. Should portions of the scope of products or services be removed by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

Development modifications, interfaces and services, where applicable, shall be invoiced to the client in the following manner: 50% of total upon authorized signature to proceed on program specifications and the remaining 50% of total upon delivery of modifications, interface and services.

The following page(s) contain the backup material for Agenda Item: [9:30 Memorandum of Understanding, Centennial Section](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.

MEMORANDUM OF UNDERSTANDING (MOU)

Campbell County & Energy Addicts
Centennial Section

THIS AGREEMENT is made and entered into by and between Campbell County, 500 South Gillette Avenue, Ste. 1100, Gillette, WY 82716 (hereinafter referred to as "County"), and Energy Addicts, of 2000 Lime Creek Ave., Gillette, WY 82716 (hereinafter referred to as "User").

1. Premises and Purpose: The terms of this MOU set forth the understanding of the parties with regard to the use of a tract of land owned by the County commonly known as the Centennial Section and more specifically identifies as follows:

See attached Exhibit B

2. Term: The term of this agreement shall continue for an indefinite period the length of which shall be determined solely by County.

3. Rent: User shall not be required to pay monetary remuneration to the County for use of the property other than the consideration otherwise provided for in this agreement.

4. Use of the Premises: User shall have *non-exclusive* use of the premises for recreational purposes as set forth in Exhibit A which by this reference is incorporated herein. It is specifically agreed and understood that at the time of entering this agreement, the County has a lease with the Northern Wyoming Community College District for use of the premises for grazing purposes for the rodeo program of Gillette College. County's use of the premises shall be administered in a careful and proper manner and not interfere with the use of the premises by the Gillette College rodeo program. User shall comply with and conform to all state, county and municipal laws and regulations and any directives given by

County through the Campbell County Parks and Recreation Department. User's use shall not impede or impair County's use of the premises for other purposes and the general public. Any improvements approved for installation by County through the Campbell County Parks and Recreation as set out in Exhibit A which by this reference is incorporated herein shall be available for all members of the general public. This agreement shall not be construed as conveying an exclusive possessory right to the premises or any improvements thereon.

5. **Maintenance and Care of the Premises:** User shall be solely responsible to keep the premises and any improvements placed thereon maintained and in good repair. It shall be neat and pleasing in appearance and User shall not let the premises fall into a state of ill repair as determined in the sole discretion of the County.

6. **Construction of Facilities and Improvements:** User shall obtain permission of the County prior to constructing any improvements on the premises as set forth in Exhibit A to this agreement which by this reference is incorporated herein. Any improvements approved shall be at the sole cost, risk and expense of User and subject to the conditions set forth herein. Any such facilities and improvements shall meet all applicable city, county, and state building codes.

7. **Removal of Facilities and Fixtures:** Upon termination of this agreement, any improvements made to the property by User shall remain with the premises and become the property of the County. User shall not be entitled to any reimbursement or payment for any costs incurred in the construction or maintenance of improvements to the premises.

8. **Indemnification and Insurance:** This agreement is made upon the express condition that the County shall be free from all liabilities and claims for damages and/or lawsuits for or by reason of, any injury or injuries, to any person or property of any kind whatsoever, from any cause or causes whatsoever, while in or upon the premises or any part thereof, or occasioned by any occupancy or use of said premises, or any activity carried

on, or under the direction of the User in connection therewith. User agrees that it will protect, indemnify, and hold harmless the County from all injuries, liabilities, costs, losses, expenses, suits, claims, and damages however occurring for any activities conducted or performed under this agreement. User further agrees to defend the County in any actions filed in court which arise from said injuries, liabilities, costs, losses, expenses, claims, and damages in the event the County is named as a defendant in said court action.

User agrees to procure and maintain public liability and property damage insurance policy or policies with a combined single limit bodily injury and property damage per occurrence of not less than Two Million Dollars (\$2,000,000.00). All policies shall provide that they are primary coverage without any right of contribution from any other insurance policy or other sources of the County, and that they will not be cancelled without 30 days prior written notice to County. County shall be named as an additional insured on said policy or policies. User shall provide County with copies of said insurance policies within 30 days after execution of this agreement. The intent of this lease section is to insure that sufficient funds are available to fully insure County for the full amounts of its potential liability under the Wyoming Governmental Claims Act, W.S. §1-39-118. If the limits set forth in said Statute are altered, User shall procure insurance to provide County with full coverage according to said altered limits, but at no time will the insurance be less than the limits stated herein. The full limits of insurance required by this contract section shall be available to indemnify County, if necessary. It is the intent of the parties that neither County nor User waives any immunity or limitation of its liability which is afforded by the Wyoming Governmental Claims Act.

9. **Risk of Loss.** All improvements, facilities and personal property of the User on the premises shall be at the risk of User. County shall not be liable for any damage to said property for any reason. User shall be responsible to carry such fire, casualty and property insurance as it deems necessary to protect its property located on the leased premises. User acknowledges that County does not insure User's improvements, facilities

or personal property.

10. **Environmental Compliance:** User shall conduct its operations on the property in compliance with, and shall not permit the property to be in violation of, any applicable local, state, or federal environmental laws. User shall obtain and maintain in effect all permits required by any environmental laws for the property, and its uses, and shall furnish to County copies of the permits upon request.

User shall comply with all reporting requirements of 42 U.S.C. 1101, et seq. (Community Right to Know Act). User shall not handle, store, dispose of or allow handling, storage, or disposal of any hazardous waste as defined in 42 U.S.C. 6903(5), or hazardous substance as defined in 42 U.S.C. 9602(14), on the property except as permitted by law, and shall not discharge any waste onto lands or any surface water or ground water at or near the property except as permitted by law. User shall manage all hazardous substances and chemicals in accordance with all applicable laws and regulations including all occupational safety regulations and orders. User shall not bring onto the property any substance known to cause human injury, including, without limitation, cancer or reproductive toxicity, except those which are necessary for the prudent and necessary management of User's lawful operations on the property. User shall comply with all laws, regulations, and standards applicable to those substances.

User shall immediately advise County, in writing, of any of the following: 1) any and all governmental agencies regulatory proceedings or enforcement actions, instituted or threatened, which require or could require investigation, mitigation, clean-up, alteration, or abatement of any conditions on the property; 2) all claims made or threatened by any party against User or the property relating to damage, contribution, cost recovery, compensation, loss, or injury resulting from any pollutant, or hazardous substance; and, 3) User's discovery of any occurrence or condition on the property or any real property adjoining or in the vicinity of the property which might subject User, County or the property to any

restrictions on ownership, occupancy, transferability, or use of the property under any local, state or federal environmental laws.

User shall make and conduct regular investigations of the property to determine the presence thereon of any hazardous substance which may have been deposited on the property by any third party, and shall report any condition which indicates the presence of such substances immediately to County and to the proper authorities. User shall advise County, upon request, of all such investigations which had been made, the dates of such investigations, and the method of investigation. These investigations shall be made by User not less than on a monthly basis. User, in addition, shall take all reasonable precautions to prevent the dumping, discharge, or threatened discharge of any hazardous substance on the property by any third persons, and shall advise the County in writing, upon request, of all such precautions which have been made.

County shall have the right to join and participate in, as a party if it so elects, any settlements, remedial actions, legal proceedings, or actions initiated in connection with any claims brought under the environmental laws. User shall be solely responsible for and shall indemnify and hold harmless County, its board, employees, agents, successors, or assigns from any and all loss, damage, cost, expense, or liability directly or indirectly arising out of or attributable to the use, generation, manufacture, treatment, handling, refining, production, processing, storage, release, threatened release, discharge, disposal, or presence of hazardous substances on, under, or about the property including without limitation:

- A. All foreseeable and unforeseeable consequential damages;
- B. The costs of any required or necessary repair, clean-up, or detoxification of the property, and the preparation and implementation of any closure, remedial, or other required plans; and,

C. All reasonable costs and expenses incurred by County in connection with clauses (A) and (B) including, without limitation, reasonable attorney's fees.

11. **Default:** If User shall fail or neglect to observe, keep or perform any of the covenants, terms or conditions herein contained in this agreement or directives provided by County then and in such event County shall have the right at its option upon written notice to User to terminate this agreement and all rights of the User hereunder shall thereupon cease. County shall, without further notice to User, have the right immediately to enter the demised premises and take possession thereof with or without process of law and to remove all personal property from the premises and all persons occupying the premises and to use all necessary force therefor in all respects to take actual full and exclusive possession of the premises without incurring any liability to User or any person occupying or using the premises for any damage caused or sustained by reason of such entry on the premises or such removal of such persons and property.

12. **Assignment and Subletting:** User shall not assign or transfer its rights, duties or responsibilities under this agreement in whole or any part without the written consent of the County. User specifically agrees and understands that County intends to make other use of the premises during the term of this agreement and that the premises are subject to other existing leases.

13. **Waiver:** No failure by County to insist upon the strict performance of any term or condition of this lease, or to exercise any right or remedy available on a breach hereof, and no acceptance of a full or partial grant during the continuance of any such breach shall constitute a waiver of any such breach or of any term or condition. No waiver of any breach shall affect or alter any term or condition of this lease and such term or condition shall continue in full force and effect with respect to any other then existing or subsequent breach thereof.

14. Notice: Any notice by either party to the other shall be in writing and shall be deemed duly given only if delivered personally or mailed, postage prepaid, addressed to the respective parties at the addresses set forth herein.

15. Time of the Essence: Time is of the essence of this lease and all provisions herein.

16. Indemnification and Hold Harmless. For the purposes of this Lease, the indemnification provisions of paragraph 8 herein shall also include County's duly elected officials, agents and employees.

17. Entire Agreement: This agreement contains the entire understanding between the parties, and it is agreed that neither County nor anyone acting on its behalf has made any statement, promise, or agreement, or taken upon itself any engagement whatever, verbally or in writing, in conflict with the terms of this agreement or that in any way modifies, varies, alters, enlarges or invalidates any of its provisions, and that no obligation of County shall be implied in addition to the obligations herein expressed.

18. Attorney's Fees: In the event either County or User files suit to enforce this agreement, it is hereby agreed that the successful party under such suit shall collect from the other party all costs, expenses, and reasonable attorney's fees incurred in such suit.

19. Binding Effect: This agreement shall be binding on and shall inure to the benefit of the parties hereto, their respective successors in interest and assigns.

20. Notices: Notices and point of contact under this agreement shall be as set forth below unless changed in writing:

County:
Campbell County Parks & Recreation
Att: Rick Mansur, Executive Director
250 Shoshone Ave.
Gillette, WY 82718

User:
Energy Addicts
Att: David Bauer
2000 Lime Creek Ave.
Gillette, WY 82716

County:

User:

By: _____
D.G. Reardon, Chairman

By: _____
David Bauer, Incorporator & President

Date _____

Date _____

Attest:

Susan Saunders, Campbell County Clerk

Exhibit A

Scope of Work – The work described within this MOU includes ongoing activities undertaken by Energy Addicts to maintain and improve the trail system at the Centennial Section. Their activities will be restricted to those outlined in this MOU or in an annual project plan approved for the year in which this agreement is authorized. Any project or activity not included in this agreement or in the County's maintenance plan for this site is subject to review and approval by designated representatives of the County Parks.

Responsibilities

Parks and Recreation

- Provide access to county owned property located at 11 Northern Drive, NENW, S2NW, Lot/Section 16, Block/Township 50, Track/Range 72, known as Centennial Section.
- Meet with Energy Addicts group for ongoing plan review and clarification of responsibilities.
- Review all proposed projects and determine if they are appropriate for approval. All new projects must be approved in writing by Parks Superintendent.
- Conduct regular trash pick-up at the main entrance and trail head at the Centennial Section at a time to be determined by the County Parks. Remove trash and debris collected by Energy Addicts during clean-ups.
- Meet with Energy Addicts representatives on or before November 30 of each year to review agreement activities and develop an annual plan for the site.

Energy Addicts

- Designate a representative to meet and coordinate activities with the County Parks.
- Provide resources required for all proposed trail activities, including but not limited to hand and power tools and equipment, mowers, plows, groomers, skid steer, tractor, four-wheeler, side by side and personal protective equipment.
- Energy Addicts shall be solely responsible for the costs of all materials associated with the development of the trails.
- Provide regular trail maintenance, development and upkeep throughout the centennial section.
- Work with the County Parks to coordinate work and get written approval on new projects.
- Provide volunteers to carry out routine trail maintenance and approved special projects.
- Require volunteers to sign the County Waiver and Release.
- Provide oversight of this site as a County Trails system.

Exhibit B

Legal Description of Southern Parcel of Section 16, T50N, R72W, 6th P.M.

A parcel of land lying entirely within Section 16, T50N, R72W, of the 6th P.M., Campbell County, Wyoming, lying South of the Northern Drive County road, as described on a Map of Survey recorded in Book 10 of Plats, Page 172 in the County Clerk's office, said parcel lying right and south of the following described Southern right-of-way description:

Beginning at the Northwest corner of this description, said point being the point in common to the West Section line of Section 16, and the Southern right-of-way of the Northern Drive County Road;

thence S85°31'31"E, a distance of 134.36 feet to a point of curvature to the left;

thence along said curve to the left a distance of 287.69 feet, having a radius of 3060.82 feet, a chord bearing of S88°13'05"E, and a chord distance of 287.58 feet to a point;

thence N89°05'22"E, a distance of 2445.69 feet to a point of curvature to the right;

thence along said curve to the right a distance of 362.98 feet, having a radius of 2240.63 feet, a chord bearing of S86°16'11"E, and a chord distance of 362.58 feet to a point;

thence S81°37'44"E, a distance of 1472.74 feet to a point of curvature to the left;

thence along said curve to the left a distance of 372.82 feet, having a radius of 2360.63 feet, a chord bearing of S86°09'12"E, and a chord distance of 372.43 feet to a point;

thence N89°19'21"E, a distance of 135.14 feet to a point, said point being the Northeast corner of this description, said point being the common corner to the Southern right-of-way of Northern Drive and the East Section line of said Section 16.

Said parcel of land lying south of the Northern Drive right-of-way in Section 16 is approximately 502 acres, more or less.

The following page(s) contain the backup material for Agenda Item: [9:35 Funds Transfer Request, Personal Frontiers](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.

**OFFICE**

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(307) 682-7283
(307) 687-6325 FAX
www.ccgov.net

Carol J. Seeger, Commissioners
Administrative Director

BOARD OF COMMISSIONERS

D.G. Reardon, Chairman
Rusty Bell
Bob Maul
Del Shelstad
Colleen Faber

MEMORANDUM

TO: Campbell County Commissioners

FROM: Bethany Raab

RE: Personal Frontiers County 1%

DATE: 02/12/2020

Attached you will find two documents.

The first is a copy of PFI's FY 2019-2020 County 1% funding contract. In the section *Responsibilities of Contractor #1*, it states that the contractor will be reimbursed up to \$2,900.00 to address CARF certification, including training and continuing education. PFI received their CARF accreditation last fiscal year and will not need to recertify for another couple of years. PFI's initial request for funds for 2019-2020 did not include the request for CARF certification, however, the 2018-2019 request did, and this was carried forward erroneously to 2019-2020.

The second document is a letter from PFI, requesting that the \$2,900 that was set aside for CARF be approved to be utilized to purchase computers for her office staff. PFI's computers were outdated and required replacement. PFI was able to purchase computers on Amazon utilizing a non-profit discount. This document was presented to the CARE Board on February 10, 2020 and a motion was unanimously passed by them to allow the move, if it is approved by the Commissioners.

If the Commissioners do not allow the computer request, PFI would like to move the \$2900 to the sliding fee scale to be utilized by clients.

Thank you!



310 S. Miller Ave. Suite G * PO Box 754 * Gillette, WY 82717 * 307-686-1189 * Fax: 307-682-8649
Wyoming Certified - CARF Accredited

February 6, 2020

Campbell County Commissioners
500 S. Gillette Ave., Suite 1100
Gillette, WY 82716

Dear Commissioners:

On behalf of Personal Frontiers, Inc., thank you for being such a huge support to our community and organization.

I am writing to ask if you would be willing to allocate the \$2,900.00 from our County 1% (CARF Accreditation) to help us purchase new laptops for our organization.

In the last three months we have had significant computer problems (three crashed and were not repairable), and we have been forced to replace them. We were able to purchase the computers through a non-profit discount with Amazon, giving us the ability to purchase new laptops for the entire staff. Replacing our old and outdated computers was a necessity, as further hardware and software issues were inevitable. The total amount was \$2982.82, which was a significant expense we weren't prepared for.

The original designation of the \$2,900 was for CARF Accreditation, but all expenses related to our three-year accreditation with certification requirements have been met, using the allocation from last year's grant.

We would truly appreciate your help, if it is possible.

Sincerely,


Donna Morgan
Executive Director

**CONTRACT FOR SERVICES AGREEMENT
PERSONAL FRONTIERS, INC
Fiscal Year 2019-2020**

Parties: This agreement is made between the Board of County Commissioners, Campbell County, Wyoming, 500 South Gillette Avenue, Suite 1100, Gillette, Wyoming, (hereafter "COUNTY") and Personal Frontiers, Inc., 310 South Miller Avenue, P.O. Box 754, Gillette, Wyoming, (hereafter, "CONTRACTOR").

Purpose: This agreement is for the purpose of establishing the terms and conditions of the contract for services between COUNTY and CONTRACTOR, as authorized by W.S. 35-1-614 (a).

Term: This agreement shall be in effect for a one-year term beginning July 1, 2019 and ending on June 30, 2020.

Payment: The COUNTY shall reimburse the CONTRACTOR, upon receipt of a detailed invoice and accurate supporting documentation, up to a total of \$30,000 during the term of this agreement for the responsibilities outlined below.

Termination: CONTRACTOR may terminate this agreement thirty (30) days after giving notice in writing to COUNTY of intent to terminate. COUNTY may terminate this agreement at any time for any breach thereof by CONTRACTOR or due to lack of sufficient funds in the county treasury. Termination by either party ceases further obligation on the part of COUNTY to make further payments under this agreement and CONTRACTOR shall be required to reimburse COUNTY for monies paid to CONTRACTOR under the terms of this agreement which have been paid in advance for services not yet rendered.

Responsibilities of Contractor: CONTRACTOR shall:

1. Reimbursement up to \$2,900 to address CARF Certification, including training and continuing education, in order to provide substance abuse services for the Court Supervised Treatment programs in Campbell County. Reimbursement of up to the remaining \$30,000 to assist with the balance of funding to offset the sliding fee scale with the actual cost of providing counseling to clients in Campbell County.

2. Submit to the Campbell County CARE Board a monthly financial statement and program statistics, with specific detail on how County funds are being expended for County residents. All reports and supporting documentation are due to the CARE Board by the 5th of each month in care of: Campbell County Office of the Commissioners, 500

S. Gillette Avenue, Suite 1100, Gillette, WY 82716. All submitted documentation must be approved by your Board and signed by the Board Chairman.

3. Submit to the COUNTY a copy of your previous year's annual financial compilation, review, or audit when completed.
4. Participate in an annual compliance monitoring visit with the CARE Board.
5. Ensure all Board Members attend a Board Training Workshop annually, to maintain eligibility for CSBG funding.

Miscellaneous Provisions:

1. By entering into this agreement, COUNTY does not waive its sovereign immunity, or any other defense provided by law.
2. It is understood by both parties the funding provided to the CONTRACTOR is budgeted through the Optional One Percent Sales Tax account, most recently approved by the voters of Campbell County in November 2018.

Signatures:

CAMPBELL COUNTY


Mark A. Christensen, Chairman *Rusty Bell*
Board of Commissioners

8/20/19
Date

ATTEST:


Susan F. Saunders, County Clerk

PERSONAL FRONTIERS, INC.


Brandy Edlund, President
Board of Directors

July 29, 2019
Date

ATTEST:


Kim Carroll, Secretary

The following page(s) contain the backup material for Agenda Item: [9:40 Sole Source Purchase Requests, Emergency Management](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.



OFFICE

500 South Gillette Avenue
Suite 1100
Gillette, Wyoming 82716
(307) 686-7477
(307) 687-6325 FAX
(307) 680-1519

COORDINATOR

David King

**Emergency Management
Agency**

dak41@ccgov.net

February 13, 2020

TO: Campbell County Commissioners

From: David King

Re: Sole-Source Purchase Request – DASEOC-M100R

Campbell County Emergency Management Agency is requesting your permission to purchase a Digital Alert System DASEOC-M100R from The Sales Group, Inc, at a price of \$8,764.00.

This device was budgeted for by Campbell County Emergency Management, and the purchase price is \$736 less than what was budgeted. The sole source request is being made because I was only able to obtain quotes from two vendors instead of three as the purchasing policy requires. Both vendors offered the same price as was listed by the manufacturer (Digital Alert Systems).

This Emergency Alerting System will replace the 25+ year old TFT EAS 911 system the county currently has in place at the EOC and will also provide CAP (Common Alerting Protocol) and IPAWS 3.0 (Integrated Public Alert and Warning System) capabilities. The manufacturer TFT went out of business about 7 years ago.

The Emergency Alerting System is the way CCEMA can generate warning messages which go out over Radio and Television with the annoying two-tone alert, followed by the "This is a test of the Emergency Alerting System. This is only a test. Should this be an actual alert...etc."

This item was originally scheduled for purchase in the first quarter of the current budget year, but I delayed the purchase due to the planned upgrade of the IPAWS alerting system to version 3.0, which was released by the FCC in December and has now been included in the software for the alerting hardware.



OFFICE

500 South Gillette Avenue
Suite 1100
Gillette, Wyoming 82716
(307) 686-7477
(307) 687-6325 FAX
(307) 680-1519

COORDINATOR

David King

**Emergency Management
Agency**

dak41@ccgov.net

February 13, 2020

TO: Campbell County Commissioners

From: David King

Re: Sole-Source Purchase Request – Cradlepoints

Campbell County Emergency Management Agency is requesting your permission to initiate a sole-source purchase and installation for two budgeted “CradlePoints” from RCN Technologies, one which will be installed into the CCEMA Durango and one into the Mobile Command Unit.

A simplified explanation for these devices would be to describe them as super “wifi hot-spots,” which will allow for data connectivity at emergencies in the field. These devices will then make it possible for our responding agencies to have computer and smart-device connectivity over the FirstNet system.

AT&T is the contracted vendor with the federal government to provide the FirstNet cellular system nationwide, which has been being built out over the past five years to provide a dedicated first-responder cellular connectivity for use in times of emergency on a reserved cellular band available only to authorized first responders.

This service is available at a fixed monthly rate for unlimited air time and unlimited data with no throttling on that use. If a FirstNet cell tower is not available but there is AT&T cellular service available in an area, FirstNet devices operate seamlessly on the commercial AT&T network, retaining their priority access to the available bandwidth at no difference cost.

Because of the need to have devices which will work on FirstNet, there is not a variety of vendors to choose from for the purchase and installation for these specific cradlepoints, which is why I am requesting your approval for a sole-source purchase.



Estimate

Estimate# 865-013080

RCN Technologies

200 Jennings Ave.

Knoxville Tennessee ,37917
865-293-0350

Bill To

Campbell County Office of Emergency Management (WY)

500 S. Gillette Ave.
Gillete
WY, 82716
United States

Ship To

500 S. Gillette Ave.
Gillete
WY, 82716
United States

Estimate Date : 01/28/2020

Sales person : Reed Perryman

Terms : Net30

#	Item & Description	Qty	Rate	Amount
1	 1-YR NetCloud Mobile Essentials Package with IBR900-1200M-B-NPS, SKU : MA1-0900120B-NNA 1-yr NetCloud Mobile Essentials Plan and IBR900 router with WiFi (1000Mbps modem), no AC power supply or antennas, North America	2.00 Each	789.99	1,579.98
2	 Transportation 5 in 1 Bolt Black SKU : T-5-BB-15 RCN 5-Lead ENTERPRISE GRADE Antenna (MIMO 2 x 4G LTE / GPS / MIMO 2 x WiFi 2.4 5GHz). Cell Cables: (2 x 15ft AGA195-SMA Male) GPS Cable: (15ft RG174-SMA Male) WiFi Cables: (2 x 15ft AGA195-RP SMA) Mount: (1x3/4 Bolt Mount) Color: (Black)	2.00 Box	169.99	339.98
3	 TechLab Professional Install (Tier 3) SKU : TLI-NRC-T3 Building or Vehicle Installation by TechLab Professional Installer - Price is Per device Per Location / Vehicle - Any additional items needed to be installed will be addressed on an as needed basis and may result in additional charges.	2.00 Each	540.00	1,080.00

Items in Total 6.00

Sub Total

2,999.96

Total

\$3,034.96

Notes

Looking forward to working with you in the future. Have a great day!

Terms & Conditions

- All items must be returned within 30 days of purchase.
- All equipment is subject to a 20% restocking fee.
- Payment Due Net 30 from the ship date for all goods. No exceptions.
- Orders containing Installation or other services may be billed/collected separately.

Return Policy:

<http://rcntechnologies.com/returns/>

Authorized Signature _____

The following page(s) contain the backup material for Agenda Item: [9:45 FY 2021 Highway Safety Grant Application](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.

Bethany L. Raab

From: Eric M. Seeman
Sent: Monday, February 10, 2020 4:58 PM
To: Bethany L. Raab
Subject: FW: next commisioners meeting

From: Eric M. Seeman
Sent: Monday, February 10, 2020 4:56 PM
To: Bethany Raab <bxh06@ccgov.net>
Subject: FW: next commisioners meeting

From: Eric M. Seeman
Sent: Monday, February 10, 2020 3:32 PM
To: Bethany Raab <bxh06@ccgov.net>
Subject: next commisioners meeting

Beth,

I would like to be placed on the agenda so I can request permission to apply for \$14,317.54 from the National Highway Traffic Safety program. This is a grant we participate in every year. \$9,186.82 will be awarded for DWUI enforcement and \$5,130.72 will be awarded for Occupant Protection. If I can get permission to ask for the grant, I will apply for it before the beginning of March and then I will seek permission to accept it.

Thanks

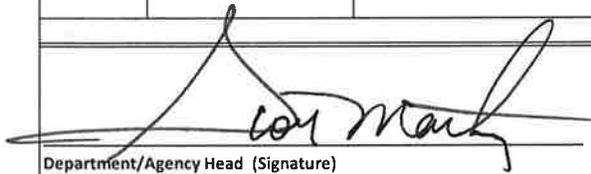
Captain Eric Seeman
Campbell County Sheriff's Office

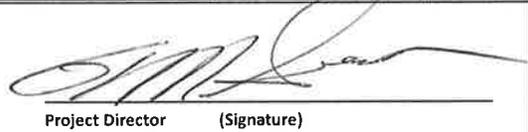


FY-2021 GRANT APPLICATION (HS-1)
 Selective Traffic Enforcement Grant Program/Department Allocation

Agency Requesting Funds:

	Date	National/Local Activities	SOURCE	For J&A Use Only	DUI Overtime	OP Overtime	
N1	October 18-25, 2020	National Teen Driver Week - Teen Driving Issues	OP				
N2	Oct 28 - November 1, 2020	Buzzed Driving - Impaired Driving	DUI				
N3	Nov 22 - 30, 2020	Thanksgiving - Occupant Protection	OP				
N4	Nov 30 - Dec 13, 2020	Pre-Holiday - Impaired Driving	DUI				
N5	Dec 13 - January 1, 2021	Holiday Season - Impaired Driving	DUI		\$ 4,593.41		
N6	February 4-7, 2021	Superbowl - Impaired Driving	DUI				
N7	March 15-18, 2021	St. Patrick's Day - Impaired Driving	DUI				
N8	May 1-13, 2021	Occupant Protection	OP				
N9	May 14 - June 2, 2021	May Mobilization - Occupant Protection	OP			\$ 5,130.72	
N10	June 30 - July 7, 2021	Fourth of July - Impaired Driving	DUI				
N11	Aug 13-31, 2021	National Crackdown - Impaired Driving	DUI		\$ 4,593.41		
L1							
L2							
L3							
L4							
L5							
L6							
L7							
L8							
L9							
L10							
L11							
L12							
				TOTAL	\$ 9,186.82	\$ 5,130.72	\$ 14,317.54


 Department/Agency Head (Signature)


 Project Director (Signature)

Phone: 682-7271

Phone: 682-7271

Email: SDM@S@CCgov.net

Email: EMIS@S@CCgov.net

LOAD YOUR APPLICATION TO YOUR AGENCY PROJECT SITE

FY-2021 Highway Safety Grants

Selective Traffic Enforcement Program: Alcohol/OP Department Allocations

County / Agency	Alcohol Allocation	Occupant Protection Allocation	County / Agency	Alcohol Allocation	Occupant Protection Allocation
Albany County			Niobrara County		
Sheriff			Sheriff	\$ 2,000.00	\$ 2,000.00
Laramie PD	\$ 2,500.00	\$ 12,540.00	Lusk	\$ 2,770.90	\$ 1,000.00
UW PD	\$ 1,752.72	\$ 2,000.00			
Big Horn County			Park County		
Sheriff	\$ 5,000.00	\$ 4,500.00	Sheriff		
Byron	\$ 2,000.00	\$ 1,500.00	Cody PD	\$ 8,805.01	\$ 5,893.94
Greybull PD	\$ 4,000.00	\$ 2,000.00	Powell PD	\$ 3,250.00	\$ 1,750.00
Lovell PD					
Campbell County			Platte County		
Sheriff	\$ 9,186.82	\$ 5,130.72	Sheriff	\$ 3,250.00	\$ 500.00
Gillette PD	\$ 14,300.00	\$ 10,500.00	Guemsey PD		
			Wheatland PD	\$ 2,200.00	\$ 1,750.00
Carbon County			Sheridan County		
Sheriff	\$ 2,753.13	\$ 2,753.13	Sheriff	\$ 7,700.00	\$ 2,916.00
Rawlins PD	\$ 12,800.00	\$ 4,760.00	Sheridan PD	\$ 15,513.30	\$ 8,598.38
Converse County			Sublette County		
Sheriff	\$ 10,812.44	\$ 2,609.02	Sheriff	\$ 1,973.39	\$ 1,840.00
Douglas PD	\$ 11,195.00	\$ 3,499.52			
			Sweetwater County		
Crook County			Sheriff	\$ 13,000.00	\$ 4,300.00
Sheriff	\$ 2,000.00	\$ 2,000.00	Green River PD	\$ 7,500.00	\$ 2,500.00
Moorcroft PD	\$ 1,540.00	\$ 616.00	Rock Springs PD	\$ 13,000.00	\$ 9,500.00
Sundance PD	\$ 2,000.00	\$ 2,000.00			
Hulett PD	\$ 1,440.00	\$ 720.00	Teton County		
			Sheriff	\$ 7,500.00	\$ 2,344.00
Fremont County			Jackson PD	\$ 14,400.00	\$ 7,250.00
Sheriff	\$ 11,490.60	\$ 15,301.94			
Lander PD	\$ 20,300.00	\$ 4,050.00	Uinta County		
Riverton PD	\$ 14,741.00	\$ 4,577.00	Sheriff	\$ 2,850.00	\$ 1,900.00
Shoshoni PD	\$ 2,000.00	\$ 1,680.00	Evanston PD	\$ 7,690.00	\$ 3,482.00
			Lyman PD	\$ 2,375.55	\$ 1,994.13
Goshen County					
Sheriff	\$ 2,178.10	\$ 1,896.88	Washakie County		
Torrington	\$ 3,600.00	\$ 2,298.70	Sheriff	\$ 2,000.00	\$ 5,000.00
			Worland PD	\$ 4,000.00	\$ 2,000.00
Hot Springs County					
Sheriff	\$ 4,400.00	\$ 3,100.00	Weston County		
Thermopolis	\$ 4,356.00	\$ 2,750.00	Sheriff		
			Newcastle PD		
Johnson County					
Sheriff	\$ 2,000.00	\$ 5,000.00	Wyoming State Parks		
Buffalo	\$ 4,718.26	\$ 2,189.57		\$ 7,300.00	\$ 5,000.00
Laramie County					
Sheriff	\$ 9,879.04	\$ 2,300.00			
Cheyenne PD	\$ 25,000.00	\$ 30,000.00			
Lincoln County					
Sheriff	\$ 7,878.00	\$ 3,500.00			
Afton PD	\$ 2,500.00	\$ 1,500.00			
Diamondville PD	\$ 2,300.00	\$ 2,500.00			
Kemmerer PD	\$ 2,000.00	\$ 4,000.00			
La Barge PD					
Natrona County					
Sheriff	\$ 16,026.78	\$ 5,692.29			
Casper PD	\$ 13,350.00	\$ 24,000.00			
Evansville	\$ 4,395.00	\$ 1,500.00			
Mills PD	\$ 22,082.92	\$ 6,628.16			
	\$ 258,475.81	\$ 181,592.93		\$ 129,078.15	\$ 71,518.45

The following page(s) contain the backup material for Agenda Item: [9:50 Compensation Review, Sheriff's Office](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.



MEMORANDUM

... from H.R./Risk Management

TO: Board of Campbell County Commissioners
DG Reardon, Chairman
Bob Maul
Del Shelstad
Rusty Bell
Colleen Faber

FROM: Brandy Elder 
Director of Human Resources & Risk Management

DATE: February 18, 2020

SUBJECT: Compensation Review for Campbell County Sheriff's Department

On October 11th, 2019 Segal Waters presented the final Compensation Study Report to the Campbell County Commissioners, at the time of presentation the Campbell County Sheriff's Department was paid at 84% of market wages, the recommendation for the Sheriff's Department to move to a Step Pay program was included and as outlined will move the department to 91% or 98% of market wages. The program will allow sworn deputies to move through steps in pay while providing a strong direction in career path and reward for longevity.

Currently we are losing a substantial number of officers to other departments and industries due to wage. While it is recognized that our benefits are substantially better in areas than those of competitors, our pay is not on point. The final report recommended that we adjust each employee to the suggested pay grade minimum closest to their current rate, after extensive review we would be better served to adjust to the grade that matches experience, longevity, and education. This tactic does increase wages by an average of 9% across the board and allows for a 2.5% increase annually not to be included with merit so we would need to determine the best way to approach increases during years where merit is given.

If the pay structure and rates are approved the increase to wages would be \$555,727.22 per year for current staffing levels of 153 full time employees. If implemented on February 24, 2020 the cost of wages, taxes, and pension would be \$170,992.99 for the remainder of the 19/20 fiscal year. Which is absorbable, by reallocating different areas of the budget. These changes for the 20/21 year would create an approximate total for wages, taxes, and pension of \$12,121,072.00.

As a county we invest extensive time and money into the training of these employees only to lose them to competitors, I recommend that we implement the new pay structure pay period beginning on February 24, 2020 to retain current officers and attract new qualified applicants.

The following page(s) contain the backup material for Agenda Item: [9:55 Cable Franchise Agreement, Charter Communications](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.



OFFICE
500 South Gillette Avenue
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Gillette, Wyoming 82716
(307) 682-7283
(307) 687-6325 FAX
www.ccgov.net

Carol J. Seeger, Commissioners
Administrative Director

BOARD OF COMMISSIONERS
D.G. Reardon, Chairman
Rusty Bell
Bob Maul
Del Shelstad
Colleen Faber

MEMORANDUM

TO: Board of County Commissioners
D.G. Reardon, Chairman
Rusty Bell, Member
Bob Maul, Member
Del Shelstad, Member
Colleen Faber, Member

FROM: Carol Seeger
Commissioner Admin. Director

RE: Cable Franchise Agreement

DATE: February 18, 2020

Accompanying this memo, please find an agreement between Campbell County and Spectrum/Charter Communications for cable services outside the jurisdiction of the City of Gillette but within Campbell County.

The current agreement expires on March 31, 2020, and the enclosed is a proposed agreement extending services under the terms and conditions contained in the agreement for a period of a five years. The agreement as proposed automatically renews for additional five-year periods unless terminated by providing three years notice.

The agreement continues to provide for a payment to Campbell County a franchise fee of 5% of the annual gross revenue as that term is defined in the agreement. The franchise extended under the agreement is non-exclusive.

The most significant change is removal of the section in the current agreement which provides for free cable services to two county buildings which includes the Sheriff's Office and your office located in the Courthouse. This change is due to a decision of the Federal Communications Commission in November of 2019 redefining the definition of franchise fees and capping them at 5%. As a result, the value of in-kind cable services must be included in determining the 5% cap on franchise fees. As a result, the current agreement removes the in-kind service which seems the easiest way to administer the fee.

The Cable Act envisions a period for public comment prior to a local government entering into a cable franchise

agreement, therefore, my recommendation is for the Board to take action to place the proposed agreement for cable franchise out for public comment. I would suggest entertaining written public comment until March 13 at 5:00 p.m. and all for a public hearing on March 17 following which the agreement may be considered for approval.

Should you have questions or if I can be of further assistance, please let me know.

FRANCHISE AGREEMENT
CAMPBELL COUNTY, WYOMING

This Franchise Agreement (“Franchise”) is between the Campbell County, Wyoming, hereinafter referred to as the “Grantor” and Spectrum Pacific West, LLC, an indirect subsidiary of CHARTER COMMUNICATIONS, INC., hereinafter referred to as the “Grantee.”

WHEREAS, the Grantor finds that the Grantee has substantially complied with the material terms of the current Franchise under applicable laws, and that the financial, legal and technical ability of the Grantee is sufficient to provide services, facilities and equipment necessary to meet the future cable-related needs of the community; and

WHEREAS, having afforded the public adequate notice and opportunity for comment, Grantor desires to enter into this Franchise with the Grantee for the construction and operation of a cable system on the terms set forth herein; and

WHEREAS, the Grantor and Grantee have complied with all federal and State-mandated procedural and substantive requirements pertinent to this franchise renewal;

***NOW, THEREFORE**, the Grantor and Grantee agree as follows:*

SECTION 1
Definition of Terms

1.1 Terms. For the purpose of this franchise the following terms, phrases, words and their derivations shall have the meaning ascribed to them in the Cable Communications Policy Act of 1984, as amended from time to time (the “Cable Act”), unless otherwise defined herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The word “shall” is mandatory and “may” is permissive. Words not defined shall be given their common and ordinary meaning.

- A. “Cable System,” “Cable Service,” and “Basic Cable Service” shall be defined as set forth in the Cable Act.
- B. “Commission” shall mean the governing body of the Grantor.
- C. “Cable Act” shall mean the Cable Communication Policy Act of 1984, as amended, 47 U.S.C. §§ 521, et. seq.
- D. “Channel” shall mean a portion of the electromagnetic frequency spectrum which is used in a cable system and which is capable of delivering a television channel.
- E. “Equipment” shall mean any poles, wires, cable, antennae, underground conduits, manholes, and other conductors, fixtures, equipment and other facilities used for the maintenance and operation of physical facilities located in the Streets, including the Cable System.

- F. "FCC" shall mean the Federal Communications Commission and any successor governmental entity thereto.
- G. "Franchise" shall mean the non-exclusive rights granted pursuant to this Franchise to construct operate and maintain a Cable System along the public ways within all or a specified area in the Franchise Area.
- H. "Franchise Area" shall mean the geographic boundaries of the Grantor, and shall include any additions thereto by annexation or other legal means.
- I. "Gross Revenue" means any revenue, as determined in accordance with generally accepted accounting principles, received by the Grantee from the operation of the Cable System to provide Cable Services in the Franchise Area, provided, however, that such phrase shall not include: (1) any taxes, fees or assessments collected by the Grantee from Subscribers for pass-through to a government agency, including, without limitation, any state regulatory fees, FCC User Fee, or any sales or utility taxes; (2) unrecovered bad debt; and (3) credits, refunds and deposits paid to Subscribers; (4) any exclusions available under applicable State law.
- J. "Person" shall mean an individual, partnership, association, organization, corporation, trust or governmental entity.
- K. "Service Area" shall mean the area described in subsection 6.1 hereto.
- L. "Standard Installation" shall mean installations to residences and buildings that are located up to 125 feet from the point of connection to Grantee's existing distribution system.
- M. "State" shall mean the State of Wyoming.
- N. "Street" shall include each of the following located within the Franchise Area: public streets, roadways, highways, bridges, land paths, boulevards, avenues, lanes, alleys, sidewalks, circles, drives, easements, rights of way and similar public ways and extensions and additions thereto, including but not limited to public utility easements, dedicated utility strips, or rights-of-way dedicated for compatible uses now or hereafter held by the Grantor in the Franchise Area, which shall entitle the Grantee to the use thereof for the purpose of installing, operating, extending, repairing and maintaining the Cable System.
- O. "Subscriber" shall mean any Person lawfully receiving Cable Service from the Grantee.

SECTION 2
Grant of Franchise

2.1 Grant. The Grantor hereby grants to the Grantee a nonexclusive Franchise which authorizes the Grantee to erect, construct, extend, operate and maintain in, upon, along, across, above, over and under the Streets, now in existence and as may be created or established during

its terms, all Equipment, including the Cable System. Nothing in this Franchise shall be construed to prohibit the Grantee from offering any service over its Cable System that is not prohibited by federal or State law.

2.2 Term. The Franchise and the rights, privileges and authority hereby granted shall be for a term of five (5) years, commencing on the Effective Date of this Franchise as set forth in Section 14.12. This franchise will be automatically extended for an additional term of five (5) years, unless either party notifies the other in writing of its desire to not exercise this automatic extension (and enter renewal negotiations under the Cable Act) at least three (3) years before the expiration of this Franchise. If such notice is given, the parties will then proceed under the federal Cable Act renewal procedures.

2.3 Police Powers. The Grantee agrees to comply with the terms of any lawfully adopted generally applicable local ordinance necessary to the safety, health, and welfare of the public, to the extent that the provisions of the ordinance do not have the effect of limiting the benefits or expanding the obligations of the Grantee that are granted by this Franchise. This Franchise is a contract and except as to those changes which are the result of the Grantor's lawful exercise of its general police power, the Grantor may not take any unilateral action which materially changes the mutual promises in this contract.

2.4 Cable System Franchise Required. No Cable System shall be allowed to occupy or use the streets or public rights-of-way of the Franchise Area or be allowed to operate without a Cable System Franchise.

SECTION 3 **Franchise Renewal**

3.1 Procedures for Renewal. The Grantor and the Grantee agree that any proceedings undertaken by the Grantor that relate to the renewal of the Grantee's Franchise shall be governed by and comply with the provisions of Section 626 of the Cable Act, or any such successor statute.

SECTION 4 **Indemnification and Insurance**

4.1 Indemnification. The Grantee shall, by acceptance of the Franchise granted herein, defend the Grantor, its officers, boards, commissions, agents, and employees for all claims for injury to any Person or property caused by the negligence of Grantee in the construction or operation of the Cable System and in the event of a determination of liability shall indemnify and hold Grantor, its officers, boards, commissions, agents, and employees harmless from any and all liabilities, claims, demands, or judgments growing out of any injury to any Person or property as a result of the negligence of Grantee arising out of the construction, repair, extension, maintenance, operation or removal of its wires, poles or other equipment of any kind or character used in connection with the operation of the Cable System, provided that the Grantor shall give the Grantee written notice of its obligation to indemnify the Grantor within ten (10) days of receipt of a claim or action pursuant to this section. In the event any such claim arises, the Grantor shall tender the defense thereof to the Grantee and the Grantee shall have the right to defend, settle or compromise any claims arising hereunder and the Grantor shall cooperate fully herein. If the Grantor determines in good faith

that its interests cannot be represented by the Grantee, the Grantee shall be excused from any obligation to represent the Grantor. Notwithstanding the foregoing, the Grantee shall not be obligated to indemnify the Grantor for any damages, liability or claims resulting from the willful misconduct or negligence of the Grantor or for the Grantor's use of the Cable System.

4.2 Insurance.

A. The Grantee shall maintain throughout the term of the Franchise insurance in amounts at least as follows:

Workers' Compensation	Statutory Limits
Commercial General Liability	\$1,000,000 per occurrence, \$2,000,000 General Aggregate
Auto Liability including coverage on all owned, non-owned hired autos	\$1,000,000 per occurrence Combined Single Limit
Umbrella Liability	\$1,000,000 per occurrence

B. The Grantor shall be added as an additional insured, arising out of work performed by Charter, to the above Commercial General Liability, Auto Liability and Umbrella Liability insurance coverage.

C. The Grantee shall furnish the Grantor with current certificates of insurance evidencing such coverage upon request.

SECTION 5
Service Obligations

5.1 No Discrimination. Grantee shall not deny service, deny access, or otherwise discriminate against Subscribers, Channel users, or general citizens on the basis of race, color, religion, national origin, age or sex.

5.2 Privacy. The Grantee shall fully comply with the privacy rights of Subscribers as contained in Cable Act Section 631 (47 U.S.C. § 551).

SECTION 6
Service Availability

6.1 Service Area. Subject to applicable law, the Grantee shall continue to provide Cable Service to all residences within the Franchise Area where Grantee currently provides Cable Service (the "Service Area"). Grantee shall have the right, but not the obligation, to extend the Cable System into any other portion of the Franchise Area, including annexed areas. Cable Service offered to Subscribers pursuant to this Franchise shall be conditioned upon Grantee having legal access on reasonable terms and conditions to any such Subscriber's dwelling unit or other units wherein such Cable Service is provided.

6.2 New Development Underground. Upon reasonable advance notice from Grantee, Grantor agrees to make a good-faith effort to meet with Grantee and convene meetings between Persons utilizing Grantor's Streets to coordinate the placement of facilities in open trenches and along Streets.

6.3 Annexation. The Grantor shall promptly provide written notice to the Grantee of its annexation of any territory which is being provided Cable Service by the Grantee or its affiliates. Such annexed area will be subject to the provisions of this Franchise upon sixty (60) days' written notice from the Grantor, subject to the conditions set forth below and Section 6.1 above. The Grantor shall also notify Grantee in writing of all new street address assignments or changes within the Franchise Area. Grantee shall within ninety (90) days after receipt of the annexation notice, pay the Grantor franchise fees on revenue received from the operation of the Cable System to provide Cable Services in any area annexed by the Grantor if the Grantor has provided a written annexation notice that includes the addresses that will be moved into the Franchise Area in an Excel format or in a format that will allow Grantee to change its billing system. If the annexation notice does not include the addresses that will be moved into the Franchise Area, Grantee shall pay franchise fees within ninety (90) days after it receives the annexed addresses as set forth above. All notices due under this section shall be sent by certified mail, return receipt requested to the addresses set forth in Section 14.7 with a copy to the Director of Government Affairs. In any audit of franchise fees due under this Franchise, Grantee shall not be liable for franchise fees on annexed areas unless and until Grantee has received notification and information that meets the standards set forth in this section.

SECTION 7

Construction and Technical Standards

7.1 Compliance with Codes. All construction practices and installation of equipment shall be done in accordance with all applicable sections of the National Electric Safety Code.

7.2 Construction Standards and Requirements. All of the Grantee's Equipment shall be installed, located, erected, constructed, reconstructed, replaced, removed, repaired, maintained and operated in accordance with good engineering practices and performed by experienced maintenance and construction personnel.

7.3 Safety. The Grantee shall at all times employ ordinary care and shall use commonly accepted methods and devices preventing failures and accidents which are likely to cause damage.

7.4 Network Technical Requirements. The Cable System shall be designed, constructed and operated so as to meet those technical standards adopted by the FCC relating to Cable Systems contained in part 76 of the FCC's rules and regulations as may be amended from time to time.

SECTION 8

Conditions on Street Occupancy

8.1 General Conditions. Grantee shall have the right to utilize existing poles, conduits and other facilities whenever possible, and shall not construct or install any new, different, or additional poles, conduits, or other facilities on public property provided Grantee is able to access existing poles, conduits, or other facilities on reasonable terms and conditions.

8.2 Underground Construction. The facilities of the Grantee shall be installed underground in those Service Areas where existing telephone and electric services are both underground at the time of system construction. In areas where either telephone or electric utility facilities are installed aerially at the time of system construction, the Grantee may install its facilities aerially with the understanding that at such time as the existing aerial facilities are required to be placed underground by the Grantor, the Grantee shall likewise place its facilities underground. In the event Grantor or any agency thereof directly or indirectly reimburses any utility for the placement of cable underground or the movement of cable, Grantee shall be similarly reimbursed.

8.3 Construction Codes and Permits. Grantee shall obtain all legally required permits before commencing any construction work, including the opening or disturbance of any Street within the Franchise Area, provided that such permit requirements are of general applicability and such permitting requirements are uniformly and consistently applied by the Grantor as to other public utility companies and other entities operating in the Franchise Area. The Grantor shall cooperate with the Grantee in granting any permits required, providing such grant and subsequent construction by the Grantee shall not unduly interfere with the use of such Streets. Notwithstanding the above, the Grantee may set off any administrative permit fees or other fees required by the Grantor related to the Grantee's use of Grantor rights-of-way against the franchise fee payments required under Section 10.1 of this Franchise.

8.4 System Construction. All transmission lines, equipment and structures shall be so installed and located as to cause minimum interference with the rights and reasonable convenience of property owners and at all times shall be kept and maintained in a safe, adequate and substantial condition, and in good order and repair. The Grantee shall, at all times, employ ordinary care and use commonly accepted methods and devices for preventing failures and accidents which are likely to cause damage, injuries, or nuisances to the public. Suitable barricades, flags, lights, flares or other devices shall be used at such times and places as are reasonably required for the safety of all members of the public. Any poles or other fixtures placed in any public way by the Grantee shall be placed in such a manner as not to interfere with the usual travel on such public way.

8.5 Restoration of Public Ways. Grantee shall, at its own expense, restore any damage or disturbance caused to the public way as a result of its operation, construction, or maintenance of the Cable System to a condition reasonably comparable to the condition of the Streets immediately prior to such damage or disturbance.

8.6 Tree Trimming. Grantee or its designee shall have the authority to trim trees on public property at its own expense as may be necessary to protect its wires and facilities.

8.7 Relocation for the Grantor. The Grantee shall, upon receipt of reasonable advance written notice, to be not less than ten (10) business days, protect, support, temporarily disconnect, relocate, or remove any property of Grantee when lawfully required by the Grantor pursuant to its police powers. Grantee shall be responsible for any costs associated with these obligations to the same extent all other users of the Grantor rights-of-way are responsible for the costs related to the relocation of their facilities.

8.8 Relocation for a Third Party. The Grantee shall, on the request of any Person holding a lawful permit issued by the Grantor, protect, support, raise, lower, temporarily disconnect, relocate

in or remove from the Street as necessary any property of the Grantee, provided that the expense of such is paid by any such Person benefiting from the relocation and the Grantee is given reasonable advance written notice to prepare for such changes. The Grantee may require such payment in advance. For purposes of this subsection, "reasonable advance written notice" shall be no less than ten (10) business days in the event of a temporary relocation and no less than one hundred twenty (120) days for a permanent relocation.

8.9 Reimbursement of Costs. If funds are available to any Person using the Streets for the purpose of defraying the cost of any of the foregoing, the Grantor shall reimburse the Grantee in the same manner in which other Persons affected by the requirement are reimbursed. If the funds are controlled by another governmental entity, the Grantor shall make application for such funds on behalf of the Grantee.

8.10 Emergency Use. Grantee shall comply with 47 U.S.C. 544(g) and all regulations issued pursuant thereto with respect to an Emergency Alert System ("EAS").

SECTION 9 **Service and Rates**

9.1 Phone Service. The Grantee shall maintain a toll-free telephone number and a phone service operated to receive complaints and requests for repairs or adjustments at any time.

9.2 Notification of Service Procedures. The Grantee shall furnish each Subscriber at the time service is installed, written instructions that clearly set forth information concerning the procedures for making inquiries or complaints, including the Grantee's name, address and local telephone number. Grantee shall give the Grantor notice of any changes in rates, programming services or Channel positions in accordance with applicable law.

9.3 Rate Regulation. Grantor shall have the right to exercise rate regulation to the extent authorized by law, or to refrain from exercising such regulation for any period of time, at the sole discretion of the Grantor. If and when exercising rate regulation, the Grantor shall abide by the terms and conditions set forth by the FCC. Nothing herein shall be construed to limit the Grantee's ability to offer or provide bulk rate discounts or promotions.

9.4 Continuity of Service. It shall be the right of all Subscribers to continue receiving Cable Service insofar as their financial and other obligations to the Grantee are honored, and subject to Grantee's rights under Section 14.2 of this Franchise.

SECTION 10 **Franchise Fee**

10.1 Amount of Fee. Grantee shall pay to the Grantor an annual franchise fee in an amount equal to five percent (5%) of the annual Gross Revenue. Franchise fees may be passed through to Subscribers as a line item on Subscriber bills or otherwise as Grantee chooses, consistent with federal law. The amount of franchise fee and the method of calculation shall be equal when compared to the amount or method of calculation of the franchise fee in any other cable franchise

or authorization to provide video service granted by Grantor. In the event any other cable franchise or authorization to provide video service provides for a lesser franchise fee than this Franchise, Grantee's obligation to pay a franchise fee under this Section 10.1 shall be reduced by an equivalent amount.

10.2 Payment of Fee. Payment of the fee due the Grantor shall be made on an annual basis, within forty-five (45) days of the close of the calendar year. The payment period and the collection of the franchise fees that are to be paid to the Grantor pursuant to the Franchise shall commence sixty (60) days after the Effective Date of the Franchise as set forth in Section 14.12. In the event of a dispute, the Grantor, if it so requests, shall be furnished a statement of said payment, reflecting the Gross Revenues and the applicable charges.

10.3 Accord and Satisfaction. No acceptance of any payment by the Grantor shall be construed as a release or as an accord and satisfaction of any claim the Grantor may have for additional sums payable as a franchise fee under this Franchise.

10.4 Limitation on Recovery. The period of limitation for recovery of any franchise fee payable hereunder shall be three (3) years from the date on which payment by the Grantee was due.

SECTION 11 **Transfer of Franchise**

11.1 Franchise Transfer. The Franchise granted hereunder shall not be assigned, other than by operation of law or to an entity controlling, controlled by, or under common control with the Grantee, without the prior consent of the Grantor, such consent not to be unreasonably withheld or delayed. No such consent shall be required, however, for a transfer in trust, by mortgage, by other hypothecation, or by assignment of any rights, title, or interest of the Grantee in the Franchise or Cable System to secure indebtedness. Within thirty (30) days of receiving a request for transfer, the Grantor shall notify the Grantee in writing of any additional information it reasonably requires to determine the legal, financial and technical qualifications of the transferee. If the Grantor has not taken action on the Grantee's request for transfer within one hundred twenty (120) days after receiving such request, consent by the Grantor shall be deemed given.

SECTION 12 **Records**

12.1 Inspection of Records. Grantee shall permit any duly authorized representative of the Grantor, upon receipt of advance written notice, to examine during normal business hours and on a non-disruptive basis any and all of Grantee's records maintained by Grantee as is reasonably necessary to ensure Grantee's compliance with the material terms of this Franchise. Such notice shall specifically reference the subsection of the Franchise that is under review so that the Grantee may organize the necessary books and records for easy access by the Grantor. The Grantee shall not be required to maintain any books and records for Franchise compliance purposes longer than one (1) year, provided that Grantee shall retain books and records relevant to the payment of the Franchise Fee for a period of three (3) years. The Grantee shall not be required to provide Subscriber information in violation of Section 631 of the Cable Act. The Grantor agrees to treat

as confidential any books, records or maps that constitute proprietary or confidential information to the extent Grantee makes the Grantor aware of such confidentiality. If the Grantor believes it must release any such confidential books, records, or maps in the course of enforcing this Franchise, or for any other reason, it shall advise Grantee in advance so that Grantee may take appropriate steps to protect its interests. Until otherwise ordered by a court or agency of competent jurisdiction, the Grantor agrees that, to the extent permitted by State and federal law, it shall deny access to any of Grantee's books, records, or maps marked confidential, as set forth above, to any Person.

SECTION 13 **Enforcement or Revocation**

13.1 Notice of Violation. If the Grantor believes that the Grantee has not complied with the terms of the Franchise, the Grantor shall first informally discuss the matter with Grantee. If these discussions do not lead to resolution of the problem, the Grantor shall notify the Grantee in writing of the exact nature of the alleged noncompliance (the "Violation Notice").

13.2 Grantee's Right to Cure or Respond. The Grantee shall have thirty (30) days from receipt of the Violation Notice to (i) respond to the Grantor, contesting the assertion of noncompliance, or (ii) to cure such default, or (iii) if, by the nature of default, such default cannot be cured within the thirty (30) day period, initiate reasonable steps to remedy such default and notify the Grantor of the steps being taken and the projected date that they will be completed.

13.3 Public Hearing. If the Grantee fails to respond to the Violation Notice received from the Grantor, or if the default is not remedied within the cure period set forth above, the Commission shall schedule a public hearing if it intends to continue its investigation into the default. The Grantor shall provide the Grantee at least twenty (20) days prior written notice of such hearing, which specifies the time, place and purpose of such hearing, notice of which shall be published by the Clerk of the Grantor in a newspaper of general circulation within the Grantor in accordance with subsection 14.8 hereof. At the hearing, the Commission shall give the Grantee an opportunity to state its position on the matter, present evidence and question witnesses, after which it shall determine whether or not the Franchise shall be revoked. The public hearing shall be on the record and a written transcript shall be made available to the Grantee within ten (10) business days. The decision of the Commission shall be made in writing and shall be delivered to the Grantee. The Grantee may appeal such determination to the Sixth Judicial District, Campbell County, Wyoming or applicable federal court which shall have the power to review the decision of the Commission *de novo*. The Grantee may continue to operate the Cable System until all legal appeals procedures have been exhausted.

13.4 Enforcement. Subject to applicable federal and State law, in the event the Grantor, after the hearing set forth in subsection 13.3 above, determines that the Grantee is in default of any provision of the Franchise, the Grantor may:

- A. Seek specific performance of any provision, which reasonably lends itself to such remedy, as an alternative to damages; or
- B. Commence an action at law for monetary damages or seek other equitable relief; or

- C. In the case of a substantial default of a material provision of the Franchise, seek to revoke the Franchise itself in accordance with subsection 13.5 below.

13.5 Revocation.

- A. Prior to revocation or termination of the Franchise, the Grantor shall give written notice to the Grantee of its intent to revoke the Franchise on the basis of a pattern of noncompliance by the Grantee, including one or more instances of substantial noncompliance with a material provision of the Franchise. The notice shall set forth the exact nature of the noncompliance. The Grantee shall have sixty (60) days from such notice to either object in writing and to state its reasons for such objection and provide any explanation or to cure the alleged noncompliance. If the Grantor has not received a satisfactory response from Grantee, it may then seek to revoke the Franchise at a public hearing. The Grantee shall be given at least thirty (30) days prior written notice of such public hearing, specifying the time and place of such hearing and stating its intent to revoke the Franchise. The public hearing shall be conducted in accordance with the requirements of Section 13.3 above.
- B. Notwithstanding the above provisions, the Grantee reserves all of its rights under federal law or regulation.
- C. Upon revocation of the Franchise, Grantee may remove the Cable System from the Streets of the Grantor, or abandon the Cable System in place.

SECTION 14 **Miscellaneous Provisions**

14.1 Compliance with Laws. Grantor and Grantee shall conform to all applicable state and federal laws and rules regarding cable television as they become effective. Grantee shall also conform with all generally applicable Grantor ordinances, resolutions, rules and regulations heretofore or hereafter adopted or established during the entire term of the Franchise. In the event of a conflict between Grantor ordinances, resolutions, rules or regulations and the provisions of this Franchise, the provisions of this Franchise shall govern.

14.2 Force Majeure. The Grantee shall not be held in default under, or in noncompliance with the provisions of the Franchise, nor suffer any enforcement or penalty relating to noncompliance or default, where such noncompliance or alleged defaults occurred or were caused by circumstances reasonably beyond the ability of the Grantee to anticipate and control. This provision includes, but is not limited to, severe or unusual weather conditions, fire, flood, or other acts of God, strikes, work delays caused by failure of utility providers to service, maintain or monitor their utility poles to which Grantee's Cable System is attached, as well as unavailability of materials and/or qualified labor to perform the work necessary.

14.3 Minor Violations. Furthermore, the parties hereby agree that it is not the Grantor's intention to subject the Grantee to forfeitures or revocation of the Franchise for violations of the Franchise where the violation was a good faith error that resulted in no or minimal negative impact on the Subscribers within the Franchise Area, or where strict performance would result in practical

difficulties or hardship to the Grantee which outweighs the benefit to be derived by the Grantor and/or Subscribers.

14.4 Action of Parties. In any action by the Grantor or the Grantee that is mandated or permitted under the terms hereof, such party shall act in a reasonable, expeditious and timely manner. Furthermore, in any instance where approval or consent is required under the terms hereof, such approval or consent shall not be unreasonably withheld.

14.5 Equal Protection. If any other provider of cable services or video services (without regard to the technology used to deliver such services) is lawfully authorized by the Grantor or by any other State or federal governmental entity to provide such services using facilities located wholly or partly in the public rights-of-way of the Grantor, the Grantor shall within thirty (30) days of a written request from Grantee, modify this Franchise to insure that the obligations applicable to Grantee are no more burdensome than those imposed on the new competing provider. If the Grantor fails to make modifications consistent with this requirement, Grantee's Franchise shall be deemed so modified thirty (30) days after the Grantee's initial written notice. As an alternative to the Franchise modification request, the Grantee shall have the right and may choose to have this Franchise with the Grantor be deemed expired thirty (30) days after written notice to the Grantor. Nothing in this Franchise shall impair the right of the Grantee to terminate this Franchise and, at Grantee's option, negotiate a renewal or replacement franchise, license, consent, certificate or other authorization with any appropriate government entity. Nothing in this Section 14.5 shall be deemed a waiver of any remedies available to Grantee under federal, state or municipal law, including but not limited to Section 625 of the Cable Act, 47 U.S.C. § 545.

14.6 Change in Law. Notwithstanding any other provision in this Franchise, in the event any change to state or federal law occurring during the term of this Franchise eliminates the requirement for any person desiring to provide video service or Cable Service in the Franchise Area to obtain a franchise from the Grantor, then Grantee shall have the right to terminate this Franchise and operate the system under the terms and conditions established in applicable law. If Grantee chooses to terminate this Franchise pursuant to this provision, this Franchise shall be deemed to have expired by its terms on the effective date of any such change in law, whether or not such law allows existing franchise agreements to continue until the date of expiration provided in any existing franchise.

14.7 Notices. Unless otherwise provided by federal, State or local law, all notices pursuant to this Franchise shall be in writing and shall be deemed to be sufficiently given upon delivery to a Person at the address set forth below, or by U.S. certified mail, return receipt requested, or nationally or internationally recognized courier service such as Federal Express. As set forth above, notice served upon the Grantor shall be delivered or sent to:

Grantor: Campbell County
 Attn: Commissioners
 500 S. Gillette Ave.
 Gillette, WY 82716

Grantee: Charter Communications
Attn: Government Affairs
611 E. Carlson Street
Suite 103
Cheyenne, WY 82009

Copy to: Charter Communications
Attn: Vice President, Government Affairs
601 Massachusetts Ave., NW
Suite 400W
Washington, DC 20001

14.8 Public Notice. Minimum public notice of any public meeting relating to this Franchise or any such grant of additional franchises, licenses, consents, certificates, authorizations, or exemptions by the Grantor to any other Person(s) to provide Cable Services, video services, or other television services utilizing any system or technology requiring use of the public rights of way shall be by publication at least once in a newspaper of general circulation in the area at least ten (10) days prior to the meeting and a posting at the administrative buildings of the Grantor.

14.8.1 Grantor shall provide written notice to Grantee within ten (10) days of Grantor's receipt from any other Person(s) of an application or request for a franchise(s), license(s), consent(s), certificate(s), authorization(s), or exemption(s) to provide Cable Services, video services, or other television services utilizing any system or technology requiring use of the public rights of way. Any public hearings to consider such application or request shall have the same notice requirement as outlined in Paragraph 15.7 above.

14.9 Severability. If any section, subsection, sentence, clause, phrase, or portion of this Franchise is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this Franchise.

14.10 Entire Agreement. This Franchise and any Exhibits hereto constitute the entire agreement between Grantee and the Grantor and they supersede all prior or contemporaneous agreements, representations or understandings (whether written or oral) of the parties regarding the subject matter hereof.

14.11 Administration of Franchise. This Franchise is a contract and neither party may take any unilateral action that materially changes the mutual promises and covenants contained herein. Any changes, modifications or amendments to this Franchise must be made in writing, signed by the Grantor and the Grantee. Any determination by the Grantor regarding the interpretation or enforcement of this Franchise shall be subject to de novo judicial review.

14.12 Effective Date. The Franchise granted herein will take effect and be in full force on April 1, 2020. If any fee or grant that is passed through to Subscribers is required by this Franchise, such fee or grant shall go into effect sixty (60) days after the Effective Date of this Franchise.

14.13 No Third Party Beneficiaries. Nothing in this Franchise is intended to confer third-party beneficiary status on any person other than the parties to this Franchise to enforce the terms of this Franchise.

Considered and approved this ___ day of _____, 2020.

Campbell County, Wyoming

Signature: _____

Name/Title: _____

Accepted this ___ day of _____, 2020, subject to applicable federal and State law.

Spectrum Pacific West, LLC
By Charter Communications, Inc., Its Manager

Signature: _____

Name/Title: _____

The following page(s) contain the backup material for Agenda Item: [10:00 Tax Payment Agreement, NTEC](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.



OFFICE
500 South Gillette Avenue
Suite 1100
Gillette, Wyoming 82716
(307) 682-7283
(307) 687-6325 FAX
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Carol J. Seeger, Commissioners
Administrative Director

BOARD OF COMMISSIONERS
D.G. Reardon, Chairman
Rusty Bell
Bob Maul
Del Shelstad
Colleen Faber

MEMORANDUM

TO: Board of County Commissioners
D.G. Reardon, Chairman
Rusty Bell, Member
Bob Maul, Member
Del Shelstad, Member
Colleen Faber, Member

FROM: Carol Seeger
Commission Admin. Director

RE: Tax Payment Agreement/NTEC

DATE: February 18, 2020

Accompanying this memo, please find an agreement between Campbell County and NTEC governing the payment of taxes that are now delinquent (2014, 2015, 2016, 2018 and first half of 2019) and the second half payment of 2019 (due March 1, 2020 and delinquent May 10, 2020) and all ad valorem tax for 2020.

Under the agreement, NTEC is proposing to pay \$1 million dollars within three days of execution of the agreement and \$1 million dollars monthly beginning February 29, 2020. At the end of 2020, NTEC is proposing to pay the remainder of the tax in 72 equal monthly payments beginning January 31, 2021 and ending December 31, 2026.

Should you have questions or if I can be of further assistance, please let me know.

AGREEMENT FOR PAYMENT OF AD VALOREM TAX

THIS AGREEMENT (“Agreement”) is entered by and between Campbell County, Wyoming, of 500 S. Gillette Ave., Ste. 1100, Gillette WY 82716 (Campbell County), and Navajo Transitional Energy Company, of P.O. Box 0958, Shiprock, NM 87420 (NTEC).

WHEREAS Cloud Peak Energy (CPE) during its ownership and operation of Antelope and Cordero coal mines incurred ad valorem taxes for property and mineral production for tax years 2014, 2015, 2016, 2018 and 2019; and

WHEREAS as part of consideration for the acquisition of substantially all of CPE’s assets, NTEC agreed to pay CPE’s accrued tax liabilities;

NOW THEREFORE, Campbell County and NTEC agree as follows:

1. **Taxes Owed:** NTEC agrees to pay the following taxes:

Tax Year 2018

Tax Notice #	Parcel #	Tax
112	41368	\$4,457,558.87
1102	20304	\$3,793,636.94
1109	50050551	\$21,369.95
Total		\$8,272,565.76

Tax Year 2019

Tax Notice #	Parcel #	Tax
1129	14189	\$9,196.14
109	14624	\$1,401.64
110	32560	\$657.48
111	41368	\$10,652,312.08
112	10056730	\$24,547.38
113	10057470	\$524.30
114	10057662	\$163.02
1047	14188	\$1,208,665.06
1126	20304	\$5,673,588.46
1127	27095	\$13,703.56
1128	10055919	\$48.18
1130	10055115	\$68,188.90
1131	10055918	\$126.06
1132	20057693	\$955.06
1133	50050551	\$41,916.24
12878	30047367	\$37,517.38
824	12667	\$442.10
825	10055107	\$36,393.78
Total		\$17,770,346.82

Tax Year 2020 (From 1/1/19 through 10/23/19)

Tax Notice #	Parcel #	Tax
unknown		

At the time of entering this agreement, the tax liability for tax year 2020 is not yet known. When values of mineral production are certified by DOR and other property is assessed by the county assessor and mill levies are established, the amount of tax owed will become known with tax notices being generated by the county treasurer and sent to NTEC as provided for under Wyoming law. The estimated date by which the notices will be generated and mailed to NTEC is October 2020. The amount of the tax set out in the 2020 notices shall be paid as set forth below.

2. **Payment:** Payment shall be as follows:

- \$1,000,000 within 3 business days following execution of this Agreement
- \$1,000,000 by the last day of each month in 2020 starting February 29th,
- The remaining balance will be paid in 72 equal monthly payments due the last day of the month starting January 31, 2021 and ending December 31, 2026. The amount of the monthly payments required under this provision to pay the remaining balance due will be determined by the Campbell County Treasurer.

Payments shall be made by either mail to the Campbell County Treasurer, Att: Rachael Knust, P.O. Box 1700., Gillette, WY 82716 or by wire transfer to First National Bank, [REDACTED]

[REDACTED] Payments made by mail shall be such that they are received on or before the payment due date. If made by wire transfer, an email shall be sent to Rachael Knust at rek03@ccgov.net or Crystal Conley at cms03@ccgov.net at the time of the wire transfer. Whether the payment is made by mail or wire transfer, the payment shall be accompanied with instructions identifying application of the payment.

3. **Interest:** Under Wyoming law, interest accrues at the rate of 18% on delinquent taxes from the date of delinquency until paid. As consideration for NTEC making timely payment under this agreement or any payment due on taxes assessed in the name of NTEC for coal mine operations subsequent to its purchase of the assets from Cloud Peak, Campbell County agrees no interest shall accrue. In the event NTEC becomes delinquent in any payment provided for under this Agreement or under Wyoming law for its operation of the mine properties, interest at the statutory rate (18%) shall apply to the entire remaining balance due.

4. **Lien:** By entering this agreement, Campbell County does not waive any statutory lien that may exist now or in the future.

5. **Current Obligations:** NTEC will timely submit all required reports and pay all obligations due for its current operations as provided for under Wyoming law, now or as may be amended, in addition to the payments provided for in Section 2.

6. **Binding Commitment and Warranty:** This Agreement will be binding upon NTEC, its

successors and assigns, jointly and severally.

7. **Applicable Law and Jurisdiction:** The construction, interpretation and enforcement of this Agreement shall be governed by the laws of the State of Wyoming and NTEC for itself, successors, assigns, principals and subsidiaries, consents to the jurisdiction of the State of Wyoming, Sixth Judicial District and specifically waives sovereign immunity for itself, successors, assigns, principals, subsidiaries, officers, directors and agents as contained in the attached Exhibit A which by this reference is incorporated as if fully set forth within.

8. **Default:** Default shall be deemed to have occurred upon any of the following events: (1) any payment is not received within ten (10) days from the date due as provided for in this agreement (2) failure to remain current on ad valorem tax liability payments and reporting (3) breach of any promise or covenant contained in this agreement.

In the event of default, any outstanding balance shall be due within ten (10) days of the date of default along with any interest as provided by this agreement and Wyoming law.

In the event of default, NTEC authorizes under the terms of this agreement for any attorney at law to appear for NTEC before a court of competent jurisdiction as provided for in this agreement and to confess judgment for the amounts due upon default and expressly waives the right to notice, issuance and service of process, release of errors and benefits of appeal; consenting to the immediate issuance of execution or other remedies for enforcement of judgment provided for by law.

9. **Amendment:** Any changes, modifications, revisions or amendments to this agreement which are mutually agreeable to the parties shall be incorporated by written instrument, executed and signed by all parties to this agreement.

10. **Entirety of Contract:** This Agreement represents the entire integrated agreement of the parties and supersedes all prior negotiations, representations and agreements, whether oral or written.

11. **Notices:** All notices arising under this Agreement shall be in writing and given to the parties at the addresses provided in this agreement either by regular mail or delivery in person.

12. **Waiver:** The waiver of any breach of any term or condition in this Agreement shall not be deemed a waiver of any prior or subsequent breach nor shall failure to object to a breach constitute a waiver.

13. **Signatures:** The undersigned individuals each represent and warrant that they are authorized to enter into this Agreement, as indicated, on behalf of their respective parties and that they have read and understand the terms and conditions of this agreement.

WHEREFORE, the parties have executed the Agreement to be effective as of the date of the last signature.

Campbell County, by and through
its Board of Commissioners

By: D.G. Reardon, Chairman
Dated: _____

National Transitional Energy Company

Clark Moseley, Chief Executive Officer
Dated: _____

Exhibit A

Limited Waiver of Sovereign Immunity to the State of Wyoming

Navajo Transitional Energy Company, its directors, officers, employees and agents (hereinafter "NTEC") in consideration of the benefits of transacting business with and in the State of Wyoming, its agencies, counties, municipalities and political subdivisions (hereinafter the "State"), hereby consents to the following:

A. NTEC hereby expressly, unconditionally and irrevocably grants a clear, express, and defined limited waiver of NTEC's sovereign immunity from suit to the State for the limited purpose of enforcement of NTEC's compliance with: (1) those permits, licenses, leases, and other authorizations granted or approved by the State (hereinafter the "Permits"); and (2) all applicable State laws and regulations (including, but not limited to, laws and regulations governing taxation, environmental protection, health and safety and employment) connected to or arising out of the ownership and operation of the Cordero Rojo, Antelope, and Youngs Creek mines, including immunity from service of process, immunity from jurisdiction or judgment of any court or tribunal, immunity from execution of judgment and immunity of any of its property from attachment prior to entry of judgment, or from attachment in aid of execution upon a judgment.

B. NTEC's limited waiver of sovereign immunity to the State granted herein includes the possibility of administrative review, equitable relief granted to compel performance or revoke State authorizations, and actions by the State to enforce fines, penalties and monetary judgments in Federal and State administrative and judicial forums of competent jurisdiction. NTEC's limited waiver of sovereign immunity further includes appeal or objection proceedings initiated by an interested person as provided by the Environmental Quality Act, Wyo. Stat. Ann. §§ 35-11-101, et. seq. related to the permits, licenses, leases and other authorizations connected to the Cordero Rojo, Antelope, and Youngs Creek mines, but in no way waives NTEC's sovereign immunity from suits brought by third-parties against NTEC where immunity is otherwise available. NTEC's limited waiver of sovereign immunity further includes the waiver of any defense of NTEC that Federal, State, or Navajo Nation law requires exhaustion of Navajo Nation administrative or judicial remedies prior to suit against NTEC by the State in a judicial, administrative, arbitral, or other body having proper jurisdiction over the subject matter and the parties. NTEC's limited waiver of sovereign immunity further includes the waiver by way of motion, defense or otherwise (i) any claim that it is not subject to the personal jurisdiction of such courts, (ii) that such dispute is brought in an inconvenient forum or that venue is improper; or (iii) that its property located in Wyoming is exempt from levy or execution.

C. NTEC's limited waiver of sovereign immunity shall not apply to the Navajo Nation. Instead, only the assets, revenues, and income held by, or in the name of, NTEC will be subject to the obligations and the potential liabilities, execution, and recourse by the State associated with the application of State environmental protection and health and safety laws and regulations connected to those Permits and related activities at the Cordero Rojo, Antelope, and Youngs Creek mines. The Navajo Nation's property, assets, and interests of any kind, whether held in trust or

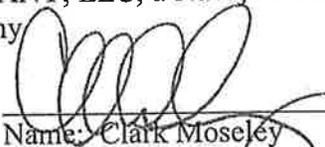
otherwise, will not be subject to the obligations and the potential liabilities, execution, and recourse associated with the application of State laws related to activities at the Cordero Rojo, Antelope, and Youngs Creek mines, including without limitation the assets of the Navajo Nation leased, loaned, or assigned to NTEC for its use, without transfer of title.

D. NTEC represents, warrants and guarantees that all of its assets and property, both real and personal, as acquired through the bankruptcy sale of Cloud Peak Energy, are the property of NTEC and not the Navajo Nation. NTEC hereby expressly, unconditionally and irrevocably waives any claim that any real property it owns in the state of Wyoming is supervised by the Navajo Nation or is Indian Country as defined by federal law by virtue of NTEC's ownership thereof.

E. NTEC provided the requisite notice to the Navajo Nation of this limited waiver of sovereign immunity on January 20th, 2020. The provisions of this limited waiver shall become effective upon approval by written resolution of the Management Committee of NTEC. NTEC shall provide to the Governor of Wyoming a copy of the written resolution of the Management Committee along with such additional documents as necessary to demonstrate that this Limited Waiver was properly adopted and in effect.

F. NTEC hereby unconditionally and irrevocably agrees that in the event this limited waiver of sovereign immunity is deemed void, invalid or otherwise deficient in any way by any court, administrative tribunal, NTEC or the Navajo Nation, NTEC hereby voluntarily withdraws, cancels, terminates, and surrenders all permits, licenses, leases and other authorizations issued by the State and NTEC voluntarily forfeits all bonds associated with those authorizations effective 60 days after this limited waiver is deemed void, invalid or otherwise deficient or NTEC asserts immunity in any forum in contravention of this limited waiver, unless NTEC submits to the State, subject to the Governor of Wyoming's sole approval, a new limited waiver eliminating the cause of the deficiency and unconditionally withdrawing its assertion of immunity.

NAVAJO TRANSITIONAL ENERGY
COMPANY, LLC, a Navajo Nation limited liability
company

By: 

Name: Clark Moseley
Title: Chief Executive Officer
Date: FEB. 12, 2020

The following page(s) contain the backup material for Agenda Item: [10:05 County Wellness Program Update](#)

*Individuals wishing to provide public comment are asked to sign in prior to the start of the meeting, provide contact information and the topic(s) to be discussed.

I. 2015-2019 Blood Draw Participation (employees + spouses)

	2015	2016	2017	2018	2019
Wellness Screening	668	698	756	822	878
Health Coaching	563	559	667	727	742

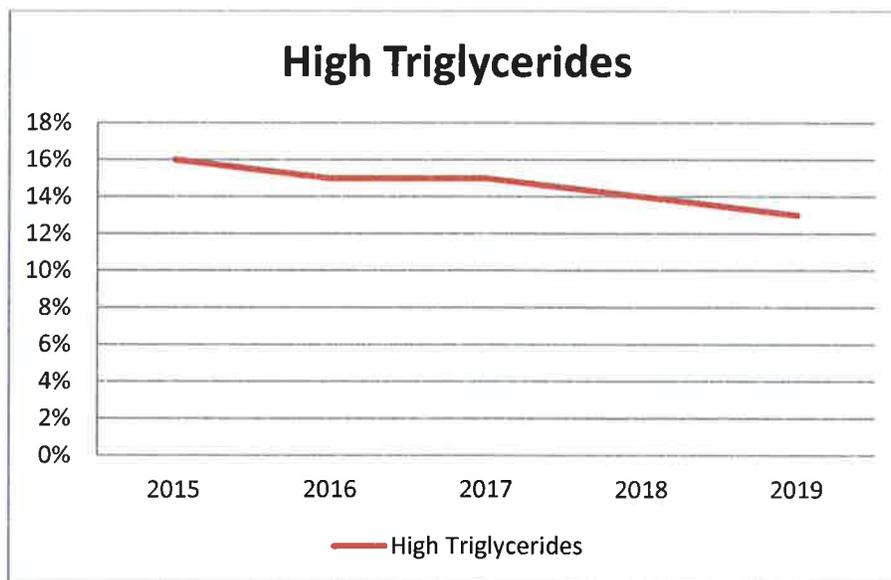
a. Employee Participation ONLY

	2015	2016	2017	2018	2019
Total County Employees	615	635	606	629	632
Wellness Screening Participation	490 80%	497 78%	512 85%	541 86%	577 91%
Health Coaching Participation	406 66%	426 67%	475 78%	496 79%	528 83.5%

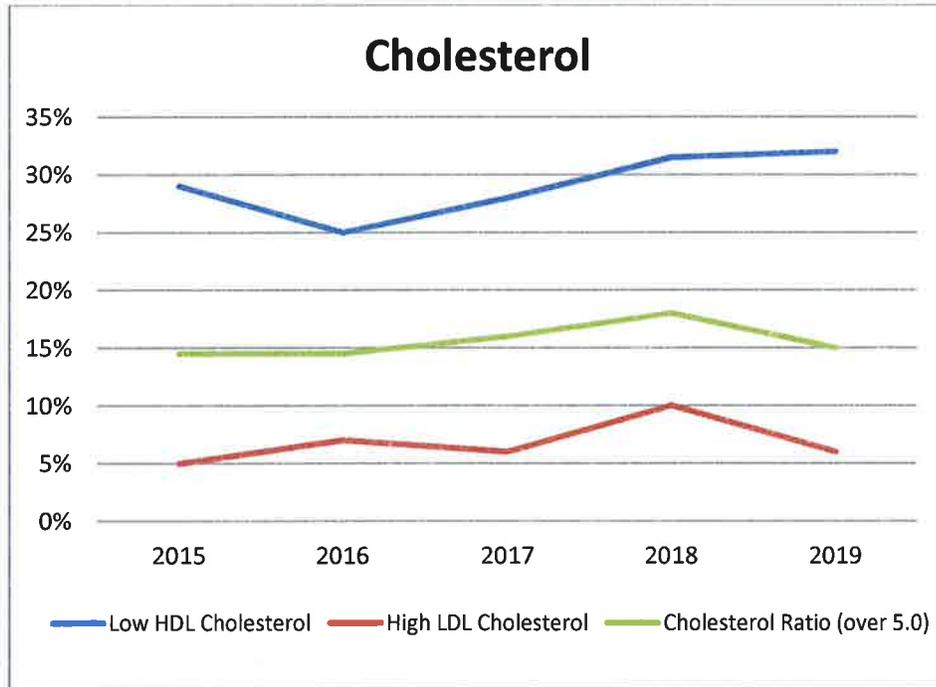
II. Wellness Improvements

a. Blood Draw Results

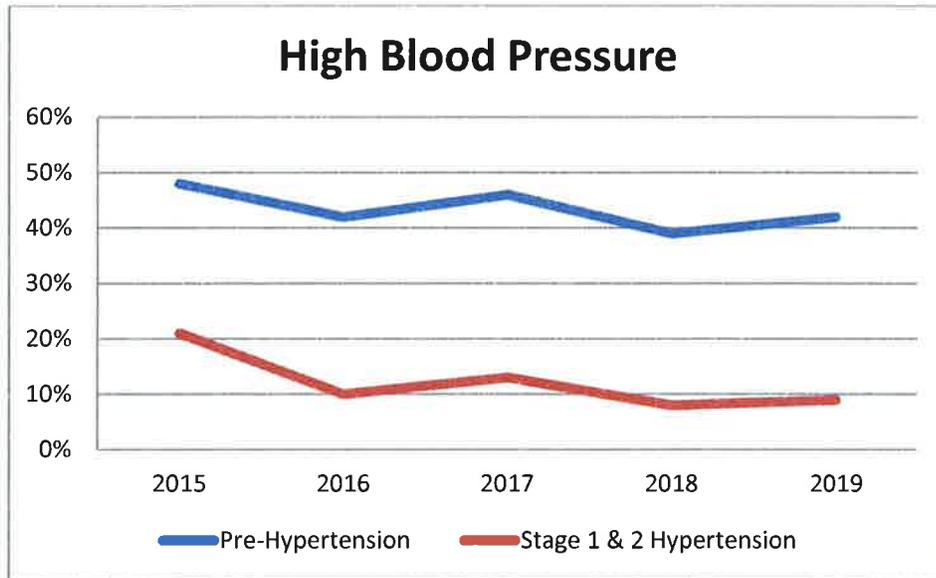
- Blood draw participation has increased 210 participants over the last four years. Even with the increased participation, blood work results are improving the health of Campbell County Government Employees and their Spouses across the board.



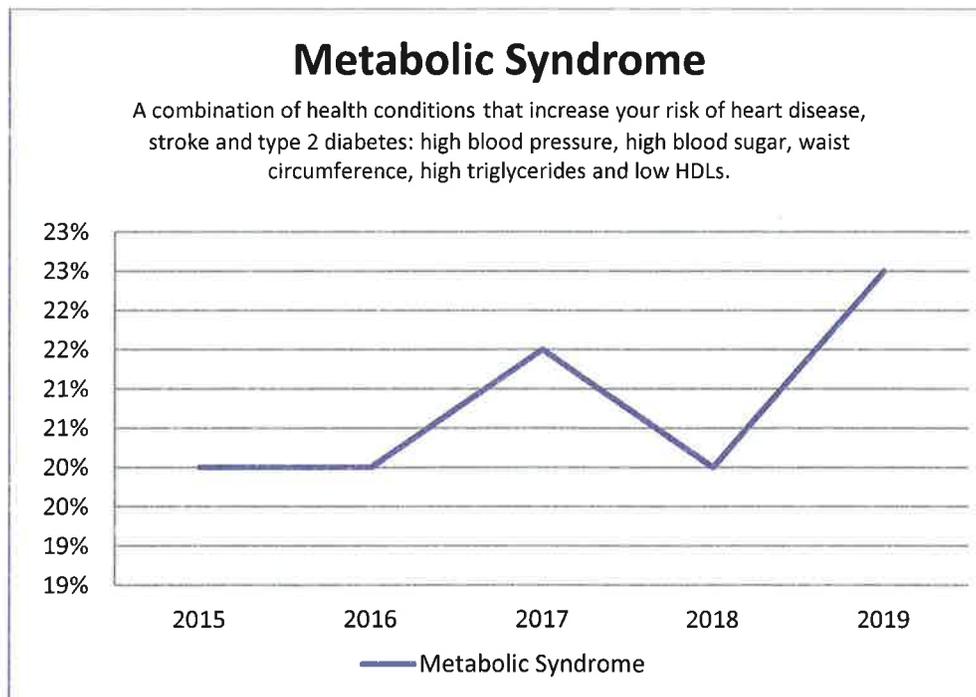
	High Triglycerides
2015	16%
2016	15%
2017	15%
2018	14%
2019	13%



	Low HDL Cholesterol	High LDL Cholesterol	Cholesterol Ratio (over 5.0)
2015	29%	5%	14.5%
2016	25%	7%	14.5%
2017	28%	6%	16%
2018	31%	10%	18%
2019	32%	6%	15%



	Pre-Hypertension	Stage 1 & 2 Hypertension
2015	48%	21%
2016	42%	10%
2017	46%	13%
2018	39%	8%
2019	42%	9%



	Metabolic Syndrome
2015	20%
2016	20%
2017	21.5%
2018	20%
2019	23%

b. Tobacco Cessation

- 41 people have quit tobacco since the start of the Wellness program in 2015.
- 6 individuals are on the path to being tobacco free so far this year.

III. Cost Avoidance Report

IV. Wellness Employee Testimony – Natalie Terrell

V. Campbell County Wellness Committee – facilitating a culture of Wellness

VI. 2020 County Wellness Screenings

- Onsite Screenings: August 3rd - 7th, 10-14th
- Wellness Clinic: August 17th – 21st

Campbell County Government Cost Avoidance Report

Total Participants Screened in 2017 = 756

Total Participants Screened in 2018 = 822

Total Participants Screened in 2019 = 878

High Blood Pressure (American Heart Association)

Elevated Blood Pressure: (120-139 / 80-89)	2017	2018	2019	National Average Cost *1
Participants	200	180	211	\$1,920
Cost Avoidance			\$405,120	

Hypertension: Stage 1 (140-159 / 90-99) Stage 2 (160-100)	2017	2018	2019	National Average Cost
Participants	59	37	48	\$1,920
Actual Cost (national average)			\$92,160	

Diabetes (American Diabetes Association)

Pre Diabetic: Fasting Glucose 111-120mg/dL or A1C 5.7 - 6.0%	2017	2018	2019	National Average Cost * 2
Participants	22	17	27	\$9,600
Cost Avoidance			\$259,200	

A1C above 6.0% AND Fasting Glucose >110	2017	2018	2019	National Average Cost
Participants	28	30	41	\$9,600
Actual Cost (national average)			\$393,600	

Metabolic Syndrome

Combination of health conditions that increases your risk of developing coronary heart disease and diabetes.

(Waist circumference, BMI, high triglycerides, low HDL cholesterol, high blood pressure, A1c/fasting glucose)

Participants with 2 Risk Factors	2017	2018	2019	National Average Cost * 3
Total Participants	143	158	163	\$5,732
Cost Avoidance			\$934,316	

Participants with 3 or more Risk Factors for Metabolic Syndrome	2017	2018	2019	National Average Cost * 3
Participants	163	168	198	\$5,732
Actual Cost (national average)			\$1,134,936	

Cardiovascular Risk (American Heart Association)

Borderline Risk: Cholesterol Ratio (3.5-5.0), Triglycerides 200-499	2017	2018	2019	National Average Cost
Participants	377	418	426	\$12,962
Cost Avoidance			\$5,521,812	

Cholesterol Ratio >5.0, Triglycerides>500	2017	2018	2019	National Average Cost * 4
Participants	128	151	137	\$12,962
Actual Cost (national average)			\$1,775,794	

	2019
Total Cost Avoidance	\$7,120,448
Actual Cost (national average)	\$3,396,490

References

1. Kirkland, Elizabeth. "Trends in Healthcare Expenditures Among US Adults with Hypertension: National Estimates, 2003-2014." Journal of the American Heart Association, Vol 7, Issue 11. 30 May 2018.
2. "Economic Costs of Diabetes in the U.S. in 2017." American Diabetic Association, Diabetes Care, 2018 Mar; dci180007.
3. "The Controversial Question of Metabolic Syndrome." Evidence-Based Diabetes Management, April 11, 2013, Vol 19.
4. "Mortality, Outcomes, and Healthcare Costs in T2DM Patients at Risk for Cardiovascular Disease." The American Journal of Accountable Care, 2015 March 18, vol 3, n1.

Dear County Commissioners:

I am happy to take this time to share my successful experience with the Wellness program provided by Campbell County. I have been employed with Campbell County since 2001. I have participated in the annual blood draw every year that it was offered. Most of the time, there was very little significance to my results, and I would sometimes go over the results briefly with my doctor at an annual visit. Starting in 2016 I noticed my thyroid TSH number increase indicating further assessment for possible hypothyroid function. I briefly discussed these results with my doctor at the time, but no intervention was started. This continued each year. After the blood draw in 2019 I noticed the TSH number had increased 6 points since 2015. At this time, I was feeling depressed, tired, and overall malaise. I knew that I was not functioning at my optimal, but I was not having any success when I would explain my frustration to my physician. My physician repeatedly told me "you're getting older", "It is normal to feel tired", etc.

In August 2019 I met my new health coach Jessica. She was vibrant, fun, and exciting to talk to and we connected immediately. I explained to her my history. Jessica exemplified the word COACH in my life. She guided me through the discussion until I came to the realization that I needed to take control of my health. I could choose to be frustrated that the doctor was not listening, or I could explore other options. I chose to look elsewhere, and I found a doctor that specialized in internal medicine. This doctor listened, and took the next step by ordering more tests, including a hormone panel. By October 2019, I now had results that indicated that my hormones in general were WAY off. As a woman in my early 40's I was producing as much testosterone as a man on steroids. The testosterone was blocking the absorption of the correct hormones my body was needing. It was also throwing off my thyroid. I immediately started intervention for my thyroid, and I was referred to another doctor to find the cause of high testosterone.

By November 2019, I found out that I had a small tumor growing on my ovaries that was over producing testosterone. I had a full hysterectomy in November. The tumor was non-cancerous, but it was doing plenty of havoc. I was only away from work for 2 weeks. In the last few months, my energy and excitement for life have resurfaced. I am so happy and grateful for both the Wellness blood draw and the Wellness coaching program. Jessica likely saved my life by giving me the time to reflect on what I already knew deep down, but I was unwilling to consider. I hope this statement gives you the information you need to know that the Wellness program is worthwhile. It helped me to get back to being the healthy, vibrant, employee that I enjoy being.

Sincerely,

Natalie Terrell

Children's Developmental Services of Campbell County