

## Campbell County Public Land Board (CCPLB)

### Meeting Minutes January 11, 2018

Members	Staff
<b>Present:</b> Mary Silvernell, Don Hamm, Skyler Pownall, Troy Allee, Kevin Couch, Charlene Camblin <b>Absent:</b> Duane Evenson	<b>Present:</b> ReNae Keuck, Greg Rook, Janell Paris, Heather Kuhrt
Legal Counsel	Guests
<b>Present:</b> Frank Stevens	<b>Present:</b> Tim Cursrud <i>City Liaison</i> ; Matt Avery <i>County Liaison</i> ; Patrick Filbin representing the <i>News-Record</i>

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
1.	<b>Call to Order/Attendance</b>	The meeting was called to order at 6:30 p.m. MDT on January 11, 2018, by Chair Mary Silvernell.		
2.	<b>Approval of CCPLB Agenda</b>	The January 11, 2018, agenda was reviewed.	Mr. Hamm made a motion to approve the revised January 11, 2018, agenda. Mrs. Camblin seconded the motion, and it passed unanimously.	
3.	<b>Approval of Minutes</b>	The December 14, 2017, CCPLB meeting minutes were reviewed.	Mr. Couch made a motion to approve the December 14, 2017, meeting minutes as presented. Mr. Pownall seconded the motion, and it passed unanimously.	
4.	<b>Consent Agenda</b>	<p><b>A. Approval of Warrants:</b>            The Warrants for the January 11, 2018, meeting were reviewed.</p> <ul style="list-style-type: none"> <li>- December 2017 Accounts Payable Voucher Numbers 47208-47296 (General Fund/Special Events) in the amount of \$35,554.20.</li> <li>- December 2017 Manual Purchase Order Numbers 9772-9804 in the amount of \$118,258.55.</li> <li>- December 2017 Payroll Warrants in the amount of \$134,502.86 for the period of 11/19/2017-12/16/2017.</li> </ul> <p><b>B. Approval of December 14, 2017 Executive Session Minutes.</b></p>	<p><b>A.</b> Mr. Pownall made a motion to approve the Warrants. Mr. Couch seconded the motion, and it passed unanimously.</p> <p><b>B.</b> Mrs. Camblin made a motion to approve the December 14, 2017, Executive Session minutes. Mr. Hamm seconded the motion, and it passed unanimously.</p>	

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5.	<b>Citizen Input</b>	None		
6.	<b>Board Process</b>	<p><b>A.</b> The Board reviewed the annual workplan for 2018.</p> <ul style="list-style-type: none"> <li><b>i.</b> This is the same document the Board approved last year. If there are no changes, the Board can continue with this workplan.</li> </ul> <p><b>B.</b> The upcoming Board/Staff Planning Meeting agenda was discussed.</p> <ul style="list-style-type: none"> <li><b>i.</b> The attachment is a generic agenda similar to last year's. If there is something the Board would like to add to discuss with staff, let Mrs. Keuck know.</li> <li><b>ii.</b> There was discussion of the agenda topics. Mrs. Keuck gave a brief overview of some agenda topics. The agenda will change some; topics may be removed if there were no changes from last year.</li> <li><b>iii.</b> It was asked if no money is spent in the Special Events Fund, will any money have to go into the trust fund. The board has a \$35,000 limit to spend without approval. Previous to the new agreement there was a certain amount that had to be carried over every year. This was changed with the new agreement, and is now controlled by the Land Board. If there is an excess amount of money, the Board has the ability to transfer it into the trust fund. However, the reason for the changes were to have funding available to supplement the budget during budget restraints. Once the money is put into the trust fund it cannot be touched until the trust fund reaches one million dollars.</li> </ul> <p><b>C.</b> The Campbell County Public Land Board water application was discussed.</p> <ul style="list-style-type: none"> <li><b>i.</b> Mr. Greg Rook was sent this information on the tension pond, located east of the racetrack. The coal mine will take care of discharging the water and all reclamations. The 40-acre property will then be turned back over to the Land Board.</li> </ul>	<p><b>A.</b> Mr. Hamm made a motion to approve the annual workplan for 2018. Mrs. Camblin seconded the motion, and it passed unanimously.</p>	<p><b>C.</b> The Board will need to complete the form and designate a staff member to receive notifications on the project.</p>

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		<p>ii. It was asked if we wanted the land back. An agreement was signed 20 years ago, and it may not be an option.</p> <p>D. Follow up items from the previous meeting.</p> <p>i. There were no follow up items from the previous meeting.</p> <p>E. There were no contracting or purchasing decisions at this meeting.</p>		
7.	<b>Operations Report/Update</b>	<p>A. Interim GM ReNae Keuck discussed the following items:</p> <p>i. The December 2017 CAM-PLEX Event Data was reviewed.</p> <ul style="list-style-type: none"> <li>• The Board liked the new report format much better.</li> <li>• In the Nick of Time Shopping Spree was a first-time event. CAM-PLEX had about 980 people come through in 5 hours. There were 41 vendors, concessionaires, and gift wrappers interested in coming back. Their hope is to expand to a two-day event and have more local businesses interested next year.</li> <li>• Buck &amp; Ball had about 3000 people attend. It is a fantastic event for the community. Boot Barn also had an all-day photoshoot the day before the futurity. It will showcase CAM-PLEX in their annual magazine.</li> <li>• Indian Relay Races will be coming in May. It was asked if they would work with Para Mutual to be able to bet on the races. The racers are not interested in working with Para Mutual and getting permits.</li> <li>• The poles for the new marque sign will be installed the week of January 15<sup>th</sup>. The actual sign will be installed the following week of January 22<sup>nd</sup>.</li> <li>• The digital billboards were discussed. The prices have changed since CAM-PLEX last</li> </ul>		

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		<p>considered advertising on them. It is on the Marketing team's radar for advertising options. Target Signs are possibly wanting to partner with us on putting a digital billboard on the CAM-PLEX property.</p> <p>ii. Upcoming Events:</p> <ul style="list-style-type: none"> <li>• Missoula Children's Theatre had 147 kids audition and casted about 60-70. Their performance of Aladdin is on January 13<sup>th</sup>.</li> <li>• Bar J Wranglers is on January 26<sup>th</sup>.</li> <li>• There will be bull riding and mutton busting on Friday, February 9<sup>th</sup>. On Saturday will be the Chuck Wagon Dinner and Show featuring Loop Rawlins, who is a trick roper and gun slinger. They will then be able to walk over to the bronc riding and pony racing. After the rodeo there will be a dance with a live band on both nights.</li> <li>• On March 24<sup>th</sup> will be Streetfest. This will be a second annual event. Local breweries will come out, and people will be able to try different beers and play games.</li> <li>• The CAM-PLEX Garage Sale will be on April 14<sup>th</sup>.</li> <li>• May 5<sup>th</sup> will be the Cinco de Mayo party.</li> <li>• The FMCA rally will be here in July with about 5000 rigs. There will also be two smaller RV rallies, and a motorcycle rally.</li> <li>• The Christmas program this year will be an ice show in the Spirit Hall Arena.</li> <li>• The website is progressing; Ms. Paris is working with Phil, the project manager. Saffire is submitting samples of what they are working on. All the navigation and action buttons are finished. They are now working on design elements and hope to be finished in February.</li> </ul> <p>iii. General Manager Search</p> <ul style="list-style-type: none"> <li>• The consultant will be here on the 22<sup>nd</sup> and 23<sup>rd</sup> to meet with the Board and staff.</li> </ul>		

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8.	<b>Matters for Noting Board Meeting</b>	<p><b>A.</b> Major Correspondence (none)</p> <p><b>B.</b> Board Calendar:</p> <p>i. Upcoming Board Meetings:</p> <ul style="list-style-type: none"> <li>• The February 8, 2018, CCPLB meeting will be at 6:30 PM MDT with the pre-meeting workshop at 6:00 PM MDT.</li> <li>• The March 8, 2018, CCPLB meeting is scheduled at 6:30 p.m. MDT with the Quarterly Commissioners Meeting at 6:00 p.m. MDT.</li> </ul> <p>ii. Other meetings/events:</p> <ul style="list-style-type: none"> <li>• The Campbell County Winter Appreciation Banquet will be at 6:00 PM MDT January 19, 2018 in the Wyoming Center Equality Hall.</li> <li>• The CCPLB/Staff Planning Meeting will be at 5 PM MDT January 31, 2018, in the Wyoming Center Frontier Hall Lobby.</li> <li>• The CCPLB/Manager Budget Meeting will be at 5 PM MDT February 22, 2018, in the Board Room.</li> <li>• The Budget Review Meeting will be at 6:15 PM MDT March 22, 2018, at the George Amos Building in the Cottonwood room.</li> </ul> <p><b>C.</b> Summary of Follow-Up Items: Actions to be taken noted.</p>		
9.	<b>Evaluation</b>	None		
10.	<b>Adjournment</b>	CCPLB meeting was adjourned at 7:05 p.m. MDT.		

Respectfully submitted,

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Duane Evenson, Secretary