

Office of County Commissioners  
February 18, 2020  
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Tuesday, February 18, 2020. Chairman Reardon called the meeting to order at 9:00 AM. Pastor Phil Jones led in prayer and Chairman Reardon led the Pledge of Allegiance.

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

The following consent agenda was presented:

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 and Maintenance Agreement between Rocky Mountain Business Equipment and Campbell County Adult Treatment Courts by way of Board of Commissioners

CAPITAL REQUESTS:

Fleet Management – 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 – 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 of \$12,000 from account 083.7272.07  
Rockpile Museum – Purchase two 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 - Transfer \$130 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 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 from 103.6517.5 Meals & Lodging to 103.6281 Automobile; transfer \$400 from 106.6283 Meals & Lodging to 106.7488 Program Support

Public Works - Transfer \$25,000 from 083.7276.02 CCJPF B Parking Lot to 6777.03 CCJPF B Maintenance

MOBILE COMPUTING DEVICE REQUESTS:

Deputy Emergency Management Coordinator – Jerry Fitzner

OFFICIAL BOND & 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:

Transfer of 40 hours from Employee #100167 to #652623

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
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

Commissioner Bell moved to approve all items of the Consent Agenda as presented.

Commissioner Maul seconded the motion. All Voted-Aye. Carried.

No public comment was provided.

Commissioner Shelstad commented on a newspaper article published in the Gillette News Record.

Phil Harvey, IT Director, was presented with the MVP Award.

Commissioner Bell moved to approve the data conversion costs to convert data for the Fire Department, CAM-PLEX and Weed & Pest into the Tyler Software System and the execution of all necessary documents needed to memorialize approval, as presented. Commissioner Shelstad seconded the motion. All Voted-Aye. Carried.

Commissioner Shelstad moved to approve the Memorandum of Understanding between Campbell County and Energy Addicts for the use of a tract of land owned by the County located within land commonly known as the Centennial Section, as presented. Commissioner Faber seconded the motion. All Voted-Aye. Carried.

Commissioner Maul moved to approve the request from Personal Frontiers Inc. to reallocate the \$2,900 designated for CARF Accreditation to be utilized for the purchase of computers for the office staff, as presented. Commissioner Bell seconded the motion. All Voted-Aye. Carried.

Commissioner Shelstad moved to approve the Sole Source Purchase Requests for the Campbell County Emergency Management to purchase a Digital Alert System DASEOC-M100R in the amount of \$8,764 from The Sales Group and the purchase and installation of two CradlePoints in the amount of \$3,034.96 from RCN Technologies. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Bell moved to approve submission of the FY 2021 Highway Safety Selective Traffic Enforcement Grant Application with the Wyoming Department of Transportation on behalf of Campbell County Sheriff's Office for costs for additional patrolling during targeted time periods in the amount of \$14,317.54, as presented. Commissioner Maul seconded the motion. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Shelstad moved to approve the implementation of the pay structure and rates for the Campbell County Sheriff's Department beginning on February 24, 2020, as presented and recommended by Segal Waters Compensation Study Report and the Campbell County Human Resources Office. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Bell moved to put the proposed Cable Franchise Agreement between Campbell County and Spectrum/Charter Communications out for public comment, with written comments due by 5:00 PM on March 13, 2020 and set a public hearing on March 17, 2020 at 10:15 AM to hear all comments, as presented. Commissioner Faber seconded the motion. All Voted-Aye. Carried.

Commissioner Shelstad moved to approve the Agreement for Payment of Ad Valorem Tax between Campbell County and Navajo Transitional Energy Company, as presented. Commissioner Bell seconded the motion. All Voted-Aye. Carried.

Christina Rose, with Campbell County Health Wellness, provided a County Wellness Program Update.

Commissioner Shelstad left the meeting at 10:20 AM.

There being no further business to come before the Board of Commissioners, the meeting was adjourned at 10:25 AM. The next regular meeting of the Commissioners will be held Tuesday, March 3, 2020, at 9:00 AM in the Commissioners Chambers in the Courthouse.

  
Susan F. Saunders, 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](http://www.ccgov.net)