

CONVERSE COUNTY COMMISSION MEETING

March 16, 2021, 8:00 a.m. to 5:00 p.m.

107 N. 5TH STREET, SUITE 114, DOUGLAS, WY 82633

Commission Chambers are OPEN to the public; attendees must follow mask orders in place.

1. 8:00 A.M. CONVENE, PLEDGE OF ALLEGIANCE
CONVERSE COUNTY COMMISSIONERS:
James H. Willox, Chairman
Richard C. Grant, Vice Chairman
Robert G. Short, Board Member
Mike Colling, Board Member
Tony V. Lehner, Board Member
2. 8:15 A.M. DEPARTMENT UPDATES - ROAD & BRIDGE
Jason Wilkinson, Road & Bridge Supervisor
3. 8:45 A.M. COUNTY ROAD & CONSTRUCTION PROJECTS UPDATES
Cal Twiford, Consultant
4. 9:00 A.M. MORMAN CANYON ROAD RECONSTRUCTION PROJECT UPDATES
HDR Engineering, Inc.
5. 10:00 A.M. Wyoming State Fair Updates
Courtny Conkle, WSF General Manager, and Reba Sundseth, Assistant General Manager
6. 1:10 P.M. DEPARTMENT UPDATES - PUBLIC HEALTH
Darcey Cowardin, Public Health Nurse
7. GENERAL COUNTY BUSINESS
Meeting Minutes, Monthly Warrants, Monthly Reports, Tax Refunds & Cancellations, Void Warrants
 - 7.I. MINUTES, CONVERSE COUNTY COMMISSIONERS, MARCH 2 AND 3, 2021
REGULAR MEETING

Documents:

[03.02.2021 OFFICIAL.PDF](#)
 - 7.II. MINUTES, CONVERSE COUNTY COMMISSIONERS SPECIAL MEETING, MARCH 11, 2021

Documents:

[03.11.2021 SPECIAL MEETING OFFICIAL.PDF](#)
8. ACTION ITEMS
Resolutions, Agreements, Amendments, Permits, County Project Documents, Misc.
 - 8.I. CONVERSE COUNTY PROCEDURES - COVID RELATED
Consideration of Revisions to Policy in Place Due to 23rd Continuation of Health Orders
9. OTHER UPCOMING EVENTS
Mar 16, 8a-5p - Commission Meeting (3rd Tues of each month)
Mar 16, 3p - Planning & Zoning Comm. Meeting (3rd Tues of each month)

Mar 18, 9a - CCJJC Joint Powers Board Meeting (3rd Thurs of each month)
Apr 2 , All Day - Good Friday
Apr 4, All Day - Easter Sunday
Apr 6 & 7, 8a-5p - Commission Meeting (1st Tues & Wed of each month)
Apr 7, 7a-8p - Municipal/County Jt. Powers Bd. Mtg, Plains Restaurant, Douglas
Apr 9, 5p - Deadline for Aid to Others applications, FY2022
Apr 20, 8a-5p - Commission Meeting (3rd Tues of each month)
Apr 20, 3p - Planning & Zoning Comm. Meeting (3rd Tues of each month)
Apr 22, 9a - CCJJC Joint Powers Board Meeting (3rd Thurs of each month)

Both this agenda and the order of items are subject to change without notice.

The Commissioners may recess into an Executive Session per W.S. 16-4-405(a)(ii) for personnel purposes.

Unapproved Minutes
Board of Commissioners of Converse County
March 2 and 3, 2021

The regular meeting was called to order at 8:00 a.m. on March 2, 2021. Present were Chairman Jim Willox; Vice-Chair Rick Grant; Commissioners Robert Short, Tony Lehner, and Mike Colling; and County Clerk, Karen Rimmer.

Mr. Grant moved to recess into Executive Session per W.S. 16-4-405(a)(ii) for the purposes of personnel; Mr. Lehner seconded; motion carried and meeting recessed at 9:15 a.m. and reconvened at 9:45 a.m.

Departmental updates were provided by Mr. Don Gushurst, Maintenance Department, and Mr. Justin Lane, IT Director, including ongoing and upcoming projects.

The minutes of the February 16, 2021 regular meeting were approved and ordered filed.

Mr. Short moved to approve warrants in the amount of 2,156,332.13: 60 307 Healing Waters; 5962.06 71 Construction; 3795 A Diamond Trucking; 40.04 A T & T Mobility; 116.02 Advanced Animal Clinic; 11986.38 Advanced Geotechnical Solutions; 290 Alcohol & Drug Testing Services; 1250 All Fiber and Tile Carpet Cleaning; 1000 Alley, Linda S; 827.77 ALSCO; 141.03 Alvarado, Adam; 75 Arrow Electric; 2431.67 Atlas Office Products; 637.74 Atlas Premier Service; 1175.32 B & B Leasing Co; 130 Barnes Law; 84 Barnett, Jeffrey L; 76.67 Bison Pump & Supply; 13779.26 Black Hills Energy; 8745 Blackburn Cattle Co; 33.60 Bliss, Mary; 5.89 Bloedorn Lumber-Douglas; 220996.27 Blue Cross Blue Shield of WY; 48.50 Bob Barker Co; 239.60 Bob Ruwart Motors; 175 The Body Shop; 4166.67 Boys & Girls Club of Douglas; 4166.67 Boys & Girls Clubs of Central Wyoming; 1070 Bryan C Cropper DMD PC; 98.65 Bud's Field Service & Truck Repair; 3950 ByteSpeed; 415.25 Cash-Wa Distributing Co of Kearney; 49525.40 Caspar Building Systems; 142.44 Casper Star Tribune; 2235 Casper WY Endoscopy ASC; 1004.92 CDW Government; 10056.68 CenturyLink; 681.37 Certified Laboratories; 3117.59 City of Douglas; 75.18 CMI-TECO; 1259 Comtronix; 22500 Converse County Fair Board; 425000 Converse County Library; 10550 Converse Hope Center; 300 County Clerks' Assoc of WY; 33.60 Cowardin, Darcey; 145.50 Cowboy Chemical; 132250 Dave Loden Construction; 1019 Dearborn Life Insurance Co; 821.90 Decker Auto Glass; 1800 Dilts, Jerry J, Trustee; 230 Double Y; 360 Douglas Broadcasting; 2144 Douglas Budget; 155 Douglas Day Spa; 85.98 Douglas Hardware Hank; 9096.45 Douglas Tire Center; 5000 Douglas Youth Hockey Assoc; 64.96 Doyle, Kellynne; 935 Drone King UAS; 1055 DRU Consulting; 757.47 Election Systems & Software; 525 Emery Septic; 14637.80 The Enterprise; 195 The Eye Institute of Wyoming PC; 10829.11 Fastenal Co; 620 First Call Communications; 259 Fitness Repair Solutions; 1600.26 Floyd's Truck Center WY; 3856 Forterra Concrete Products; 275 Geotec Industrial Supply; 3902.63 Gillette Campus of Sheridan College; 5400 Glenrock Area Food Pantry; 3750 Glenrock Golf Club; 3.99 Glenrock Hardware Hank; 1350 Glenrock Health Center; 833.33 Glenrock Paleontological Museum; 2750 Gorman Funeral Homes; 981.79

Grainger; 84 Grant, Richard C; 99.40 Greiner Ford of Casper; 52084.65 GSG Architecture; 1318.50 H & H Electric; 455 Hansuld, Tia; 210 Hilltop National Bank; 33.60 Hiser, Andrea R; 27353.28 Homax Oil Sales; 70.73 Hughes Network Systems; 25000 Human Resource Council of Converse CO; 1040 Hutchinson, Hal H PE; 151.20 Huxtable, Dixie; 31.95 I D Checking Guide; 2102.34 Inberg-Miller Engineers; 60 Inner Strength Therapeutic Massage; 20.50 Institutional Eye Care; 50 The Insurance Corner; 190 Intl Assoc of Chiefs of Police; 523.75 Interstate Batteries; 159 Intoximeters; 189 J D Power & Assoc; 1250 James A Wilkerson IV MD PC; 3060.05 Jerry s Welding-Steel Fab; 300 Joyful Living Massage & Wellness; 494.75 JRL Supply; 11000 King's Portion:Community Food Pantry; 583 Klava, April Dawn; 318632.58 Knife River; 1157.76 Kone; 15.06 Koss Eric R; 1250 Laramie Peak Humane Society; 766.06 Laramie Range Water Treatment & Plumbing; 171.10 Long, Emily; 780 Marlin Business Bank; 120 Massage Therapy by Silke Hodges; 222.93 The Master's Touch; 150 Maurisak, Amy; 131.99 Maurisak, Joseph; 98.34 McKesson Medical-Surgical; 106.89 McNare, Keri; 2569.66 Medicine Bow Technologies; 197847.44 Memorial Hospital of Converse County; 227.52 Menards; 259.13 Moore's Heavy Equipment Services; 69.57 Mountain States Lithographing; 2026.50 NAPA; 169.76 NAPA - Glenrock; 4060 Natrona County Attorney; 3300 Noel's Giving; 1134.46 Norco; 6323.06 Northwest Community Action Programs; 4.29 O Reilly Automotive; 35 OffenderWatch; 589.73 Office Depot; 67.20 Ohnstad, Melissa A; 2697.88 OK Wrecking; 5060.00 Olsen, Christie; 684 Peak Fitness; 1903.96 Perfect Imprinted Products; 37.56 Peterbilt of WY; 3931.49 Pierce's Body & Paint; 300 Pivik, Kody; 1444.06 Plainsman Printing & Supply; 2749.69 Power Equipment Co; 7040 Price Pumping Service; 3685 Price Trucking; 6915 Pro River Technology; 1816 ProForce Law Enforcement; 85.23 Quadient Finance USA; 73.15 Quadient Leasing USA; 1357.09 Range; 650 Rankin, Karen Jean; 1305 Rapid Fire Protection; 12145.23 Rocky Mountain Power; 165.75 Rocky Mountain Wash; 187.55 Ron s Supply; 2890 Russell Construction; 521.97 Safety Kleen; 397.83 Safeway Pharmacy; 232.89 Sam s Club; 15 Sandy's Sewing; 3743.16 Shatto s Frontier Drug; 28 Shuler Kristy; 728 Smith, Heidi J; 575 Smylie, Amanda; 16944.61 Solutions For Life; 2800 Specialized Pathology Consultants PC; 2293.61 State of WY Risk Management; 18.59 State of WY; 1500 Stearns, Jane MS LPC; 113.44 Stericycle; 11761.45 Summit Food Service; 504 Thomson Reuters - West; 723.20 Top Office Products; 1600 TOV Consulting & Communications; 1419.80 Town of Glenrock; 1026.56 Tracked Outdoors; 3527.89 Trane U S; 2042 Trinity Baptist Church; 4013.72 Tyler Technologies; 33.60 Ullery, Jennifer; 75 UW 4-H in Converse County; 6020.73 Verizon Wireless; 13291.44 Visa; 3216.40 Vision Service Plan; 1982.11 Visionary Communications; 1179 Voice Products Service; 171.19 Vyve Broadband J; 2580 Weidenhamer, Leslie; 143.36 Willox Jim; 3369.23 Winter Equipment Co; 1062 WLC Engineering & Surveying; 50 WY All Hazards Assoc; 500 WY Assoc Sheriffs/Chiefs; 1508 WY Behavioral Institute; 416.67 WY Child & Family Development; 276021.51 Wy Dept of Transportation; 18 WY Financial Insurance; 10 WY Law Enforcement Academy; 14817.94 WY Machinery; 238 WY Public Health Laboratory; 248.71 WY Rigging & Industrial Supply; 687 WY Sheriffs Assoc; 800 WY

State Fair; 3600 Wyoming Central ABATE; 192 Xerox Financial Services; 6765.74 Y2 Consultants; 3750 Youth Development Services; 7590 Z Lazy Y Trucking; monthly reports for February: Clerk: 38345.93; Clerk of District Court: 8207.37; Tax Refund: NOVC 2020-0446 Balidor Oil & Gas LLC 887.42; Mr. Lehner seconded, the commission abstained from voting on warrants issued to themselves; motion carried.

Mr. Colling moved to approve a Memorandum of Understanding between the Town of Glenrock and Converse County for the Mormon Canyon Road Reconstruction and Pathway Project; Mr. Short seconded; motion carried.

Mr. Grant moved to approve the Certificate of Substantial Completion from Caspar Building Systems for the Road and Bridge Main Shop and Office as of January 14, 2021; Mr. Short seconded; motion carried.

Mr. Colling moved to appoint Mr. Dave Pellatz to the Converse County Planning and Zoning Commission for a 3-year term from April 1, 2021 to March 31, 2024; Mr. Short seconded; motion carried.

Mr. Bob Decker, TOV Consulting, provided a detailed overview of the County Employee Group Health Insurance bids received for the 2021-2022 year and shared the recommendations made by the County Health Insurance Management Team. Mr. Colling moved to approve the following: change to Cigna as the County's Health Insurance administrator; continue to utilize VSP for vision; change dental to a Delta Dental self-funded plan with no accumulators to be filed; continue to use Benefit Administrators as the COBRA Administrators; fund at Cigna's maximum for 2021-2022; and to continue to use Blue Cross Blue Shield to provide run-out claims at agreed-upon administration fees, all with the understanding that the provider network will be as complete as the previous administrator; Mr. Lehner seconded; motion carried. Employee meetings will be scheduled immediately.

The meeting adjourned at 12:18 p.m. and reconvened at 1:20 p.m.

Departmental updates were provided by Ms. Holly Richardson, Special Projects, including proposed revisions to the Converse County Municipal and County Joint Powers Board Joint Powers Agreement and Bylaws, subdivisions, and upcoming public hearings.

Departmental updates were provided by Mr. Russ Dalgarn, Emergency Management Services; and Mr. Artie Schubert, County Surveyor; including upcoming and ongoing projects.

Departmental updates were provided by Mr. Jason Wilkinson, Road and Bridge Superintendent on several ongoing and upcoming construction and road projects.

The meeting recessed at 4:56 p.m. and reconvened at 8:33 a.m. on March 3, 2021. Commissioner Chairman Willox was excused.

A general County business meeting including elected officials and department heads began at 9:00 a.m. Mr. Bob Decker, TOV Consulting, provided a detailed overview of the County's Health Insurance Plan and changes in the administrator from Blue Cross Blue Shield to Cigna.

Ms. Alexandra Wilkinson, Porter Muirhead Cornia & Howard, CPAs, presented the 2020 County Audit and Financial Statements. Following discussion, Mr. Short moved to accept the final 2020 Financial Report for Converse County as presented; Mr. Lehner seconded; motion carried.

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

Departmental updates were provided by Ms. Kellynne Doyle, UW Extension Educator including preparations for the Converse County Fair.

The regular meeting adjourned at 2:45 p.m. on March 3, 2021.

James H. Willox, Chairman

ATTEST:

Karen Rimmer, County Clerk
Publish: March 10/11, 2021

Unapproved Minutes
Board of Commissioners of Converse County
March 11, 2021

The special meeting was called to order at 3:22 p.m. on March 11, 2021. Present were Chairman Jim Willox (remotely); Vice Chairman Rick Grant; Commissioners Robert Short and Tony Lehner; and Clerk Karen Rimmer. Commissioner Mike Colling was excused. Mr. Short moved to recess into Executive Session at 3:23 p.m. per W.S. 16-4-405(a)(ii) to consider the appointment, employment, right to practice or dismissal of a public officer, professional person, or employee; and per W.S. 16-4-405(a)(iii) to consider or receive any information classified as confidential by law; Mr. Lehner seconded; motion carried. The special meeting reconvened at 4:55 p.m. and adjourned at 4:56 p.m.

James H. Willox, Chairman

ATTEST: _____
Karen Rimmer, Converse County Clerk

Publish: March 24/25, 2021