

**Approved Minutes**  
**Board of Commissioners of Converse County**  
**January 5 and 6, 2021**

The regular meeting was called to order at 8:10 a.m. on January 5, 2021. Present were Chairman Robert Short; Vice-Chair Jim Willox; Commissioners Tony Lehner, Mike Colling, and Rick Grant; and County Clerk, Karen Rimmer.

Mr. Colling nominated Mr. Jim Willox as the Commission Chairman for a 2-year term until January 2023; Mr. Lehner seconded; call for discussion: Mr. Lehner asked for a unanimous ballot; Mr. Grant seconded; motion carried. Main motion: no further discussion; motion carried unanimously.

Mr. Lehner nominated Mr. Grant as the Commission Vice-Chair for a 2-year term until January 2023; Mr. Short seconded; motion carried unanimously.

Mr. Short nominated Mr. Tony Lehner, Mr. Mike Colling, and Mr. Jim Willox as voting members of the Municipal and County Joint Powers Board for a term from January 20, 2021 through January 2022; Mr. Grant seconded; motion carried.

Mr. Grant moved to appoint Mr. Larry Reed, Mr. Garret Falkenburg, and Mr. Jess Dickau to the Converse County Weed and Pest Control District, each for a 4-year term until January 2025; Mr. Colling seconded; motion carried.

Mr. Short moved to appoint Mr. Tony Lehner to the Converse County Board of Health for a 5-year term ending November 2025; Mr. Grant seconded; motion carried.

Mr. Short moved to appoint Mr. Jim Willox as the Converse County representative to the Wyoming Converse County Commissioner's Association (WCCA) Board of Directors; Mr. Lehner seconded; motion carried.

The minutes of the December 15, 2020 regular meeting and December 28, 2020 Special Meeting were approved and ordered filed.

Mr. Short moved to appoint Converse County Bank as the official Converse County depository for calendar year 2021; Mr. Grant seconded; motion carried.

Mr. Colling moved to make the Douglas Budget the Official County Newspaper with legal advertisements at a cost of 14.00 per column inch for calendar year 2021; Mr. Lehner seconded; motion carried.

Mr. Grant moved to approve the Amended and Restated Cooperative Agreement Among the Wyoming Dept. of Transportation, City of Douglas, and Converse County, to set terms and conditions for parties to participate in WYDOT's Urban Systems Program; Mr. Short seconded; motion carried.

Mr. Grant moved to ratify the Memorandum of Understanding between the Wyoming Dept. of Health - Public Health Division and Converse County for COVID-19 surveillance and testing activities in the amount of 167,964.00 for a term from December 31, 2020 to June 30, 2021; Mr. Colling seconded; motion carried.

Mr. Lehner moved to approve the Temporary Water Service Contract No. 219E660015 between the Bureau of Reclamation and Converse County for up to 17 acre-feet of reclamation water from the Glendo Reservoir for a cost of 75.00 per acre foot; Mr. Short seconded; motion carried. Mr. Grant moved to approve a Temporary Water Use Agreement and associated 50.00 permit fee with the Bureau of Reclamation for Road and Bridge use; Mr. Short seconded; motion carried.

Mr. Colling moved to approve warrants in the amount of 4,761,764.82: 100 307 Healing Waters; 4.80 307 Signs & More; 150 307 Spa/Joanna Edwards; 120861.07 383 Construction LLC; 14245 A Diamond Trucking LLC; 80.08 AT&T Mobility; 706.32 Advanced Animal Clinic; 1335.40 Advanced Communications Technology; 6720 Advanced Geotechnical Solutions; 997.50 Agility Recovery Solutions; 45 Alcohol & Drug Testing Services; 17040 All Star Manufacturing; 2000 Alley, Linda S; 1449.61 ALSCO; 2484.06 Ameri-Clean; 224778.07 American Title Agency; 8930 APCO International; 94.30 Arrow Electric; 2419.70 Atlas Office Products; 806.33 Atlas Premier Service; 1175.32 B & B Leasing Co; 10670 B A Trucking; 180

Barnes Law; 2000 Bellwood Tree Service; 484.55 Bison Pump & Supply; 9750.56 Black Hills Energy; 24090 Blackburn Cattle Co; 159.47 Bloedorn Lumber-Douglas; 372906.34 Blue Cross Blue Shield of WY; 297.59 Bob Barker Company; 150 Bob Ruwart Motors; 225 The Body Shop; 22220 Bonanza Earth Relocators; 600 Boner Brothers Partnership; 4166.67 Boys & Girls Club of Douglas; 4166.67 Boys & Girls Clubs of Central Wyoming; 59.56 Brake Supply Co; 8678.34 BRB Systems USA Co; 615 Brisco Apparel Co; 60112 Buckley Powder Co; 640.14 Cash-Wa Distributing Co of Kearney; 437192 Caspar Building Systems; 807 Casper College; 7050 Casper Window & Door; 152.13 CDW Government; 37120 CEIA USA; 10067.68 CenturyLink; 332.20 Chapman Valdez & Lansing; 1750 Children s Advocacy Project; 2753.60 City of Douglas; 150 City Shoe & Saddle Shop; 26.79 Clean & Simple; 329.60 CMI-TECO; 46 Coca Cola Bottling Co High Country; 425.12 Colling, Mike; 52576.00 Command Sourcing; 22500 Converse County Fair Board; 3800 Converse County Firewise; 425000 Converse County Library; 846.70 Converse County School Dist #1; 8650 Converse Hope Center; 3799 Cornerstone Detention Products; 1000 Cowardin, Darcey; 291 Cowboy Chemical; 15.75 Cytocheck Laboratory; 988.29 Dearborn Life Insurance Co; 450 Defensive Edge Training & Consulting; 1275 Dept of the Interior; 1800 Dilts, Jerry J, Trustee; 26.97 Don's Business Machines; 150 Douglas Broadcasting; 882.50 Douglas Budget; 197.75; Douglas Business Center; 7500 Douglas Community Club; 250 Douglas Day Spa; 25.53 Douglas Grocery; 104.75 Douglas Hardware Hank; 55 Douglas Tire Center; 5000 Douglas Youth Hockey Assoc; 4292.50 Drone King UAS; 3067.50 DRU Consulting; 473 Election Systems & Software; 525 Emery Septic; 14122 The Enterprise; 400 ESRI; 140 The Eye Institute of Wyoming; 1480.87 Fastenal Company; 321162.50 Fire Suppression Authority; 11925 Firelake Mfg; 358.58 Five Star Print and Promo; 3856 Forterra Concrete Products; 250 Frye, Arly; 26537.50 G Bar S Oilfield Services; 1800 Geotec Industrial Supply; 6200 Glenrock Area Food Pantry; 68 Glenrock Health Center; 30 Glenrock Independent; 2750 Gorman Funeral Homes; 1287.09 Grainger; 204.70 Grant, Richard C; 776.67 Grant, Richard C JR; 5800 Greenwood Mapping; 219828 GSG Architecture; 250 Gudahl Williams; 1491.51 H & H Electric; 10890 H&J Trucking; 390 Hansuld, Tia; 2399.63 Health Merch; 1000 Helping Hands Ministries; 160 Hilltop National Bank; 25640.03 Homax Oil Sales; 952 Home Town Printed Apparel; 650 HUB Intl Mountain States Ltd; 57.50 Hubbard, Kyra; 70.73 Hughes Network Systems; 85000 Human Resource Council of Converse CO; 200 Hutchinson, Hal H PE; 100 Inner Strength Therapeutic Massage; 100 The Insurance Corner; 619.75 Interstate Batteries; 494.26 Jerry s Welding-Steel Fab; 20790 JM Trucking; 287.61 Jones, Richard L; 350 Joyful Living Massage & Wellness; 20576.79 JRL Supply; 1189.50 K-Lin Events; 14135 KCK; 60000 King's Portion:Community Food Pantry; 30507 Knife River; 134.36 Laird, Daerrian; 2500 Laramie Peak Humane Society; 17457.40 Laramie Range Water Treatment & Plumbing; 623.68 Lehner, Tony; 799.79 LexisNexis Matthew Bender; 14160.64 Lost Creek Holdings; 48 Lovitt, Sharon; 780 Marlin Business Bank; 50 Massage Therapy by Silke Hodges; 175.03 The Master's Touch; 628.81 McKesson Medical-Surgical; 10450 McKillip Trucking; 2417.24 Medicine Bow Technologies; 194236.62 Memorial Hospital of Converse County; 149.99 Menards; 28.80 Merback Award Company; 7110 MHL Systems; 5976.06 Motorola Solutions; 75 NACCTFO; 211.77 NAPA; 1734.53 Newman Traffic Signs; 496 NMS Labs; 4000 Noel's Giving; 1455.56 Norco Inc; 8000.69 Northwest Community Action Programs ; 52.69 O Reilly Automotive; 150.30 OffenderWatch; 3690.37 Office Depot; 746 OK Wrecking; 31240 Olsen, Christie; 11065 On Target Ammunition; 9185 Otie Express; 24000 Parker Xavier Consulting; 1122 Peak Fitness; 152733.65 Pictometry International Corp; 406.26 Pitney Bowes Global Financial Svcs; 812.47 Plainsman Printing & Supply; 1560 Police Legal Sciences; 9350 Porter Cattle Company Trucking; 40000 Porter, Muirhead, Cornia & Howard; 36960 Price Pumping Service; 11605 Price Trucking; 478 Printelect; 19571.99 Pro River Technology; 2205.50 ProForce Law Enforcement; 2200 Purchase Power; 223.94 Quill Corp; 455.10 R & R Rest Stops of Casper; 458.55 R&S Northeast; 644 Radar Shop; 47348.10 Ramshorn Construction; 117.85 Renegade Off-Road & Driveline Repair; 18.74 Rimmer, Karen; 141836.75 Rockin B Ranches; 16053.42 Rocky Mountain Power; 220 Rocky Mountain Wash; 3850 Romeo Entertainment Group; 504.80 Rons Supply; 2336.25 Safariland; 57.36 Safeway;

24.98 Sams Club; 25 Sandy's Sewing; 7738.16 Sanofi Pasteur; 125.34 Schell, Mary; 235 Schubert, Arthur F; 2044.48 Shattos Frontier Drug; 82.80 Shepherd, Johnna; 108 Sheriffs Office Petty Cash; 627000 Short Powerline Service; 538.21 Smith, Heidi J; 55876.94 Solutions For Life; 18.26 State of Wyoming; 113.34 Stericycle; 11696.80 Summit Food Service; 7600 Telecommunication Systems; 8100 Thos Y Pickett & Co; 362.88 Top Office Products; 1600 TOV Consulting & Communications; 1047.30 Town of Glenrock; 235.14 Tracked Outdoors; 177040.62 Transmission Distribution; 5050.77 Tyler Technologies; 550 U S Postmaster; 24300 U S Testing Equipment; 4164 Univ Of Wyoming; 3958.38 Verizon Wireless; 13448.40 Visa; 1972.38 Visionary Communications; 1179 Voice Products Service; 167.81 Vyve Broadband J; 701.60 Willox Jim; 20242.85 WLC Engineering & Surveying; 14472 WY Behavioral Institute; 416.67 WY Child & Family Development; 89.53 Wy Dept of Transportation; 36 WY Financial Insurance; 550 WY Law Enforcement Academy; 19391.42 WY Machinery Co; 286 WY Public Health Laboratory; 50 WY State Engineer's Office; 68.67 Wyoming Anesthesia; 2110 Wyoming Signs; 492 Xerox Financial Services; 7500 Youth Development Services; 30415 Z Lazy Y Trucking LLC; monthly reports for December: Assessor: 295.25; Clerk: 28354.75; Clerk of District Court: 3828.21; Mr. Short seconded; the commission abstained from voting on warrants issued to themselves; motion carried.

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

Mr. Clint Becker, Sheriff; Mr. Nate Hughes, Undersheriff; and Mr. Adam Alvarado, Lieutenant, discussed Wyoming Retirement for County Search and Rescue members; following discussion, the Commissioners authorized this process to move forward, beginning no sooner than March 1, 2021. The program will be administered by Search and Rescue, and the County intends to reimburse member contributions. Other discussion included the Sheriff's Department creating policies and a fee schedule to be adopted by Resolution for the new incinerator; and the Sherriff Department Policy No. 5.04, Compensation Policy, for which actual hours and costs were reviewed; the Commission agreed with the policy as written.

Mr. Grant moved to approve Tax Cancellations for Wintermote Ranch LLC, 25.90; Mr. Lehner seconded; motion carried.

The meeting recessed at 12:00 p.m. and reconvened at 1:20 p.m.

Departmental updates were provided by Ms. Holly Richardson, Special Projects; Mr. Artie Schubert, Surveyor; and Mr. Russ Dalgarn, Emergency Management Services, including upcoming and ongoing projects.

Mr. Jason Wilkinson, Road and Bridge Supervisor, provided updates on various roads and construction projects and the new Road and Bridge facility. Following lengthy discussion regarding the Mormon Canyon Road Reconstruction Project, it was determined that qualified contractor interviews would be rescheduled for January 25, 2021 with award as soon as possible thereafter; that appropriate RFQ amendments and notification to bidders be made; that the Town of Glenrock be notified and included in the interview process due to the bike path component of the project; and that interviewees would be determined by January 12, 2021. Mr. Colling moved to approve the billing agreement between the County and Comtronix for the new Road and Bridge facility; Mr. Short seconded; motion carried. The Commissioners authorized Road and Bridge to fill a vacated office assistant position.

The meeting recessed at 3:55 p.m. and reconvened at 8:10 a.m. on January 6, 2021.

A general County business meeting with all elected officials and department heads met at 9:00 a.m. and discussed CARES Act funding; COVID-19 vaccinations and other related information; Converse County EIS and energy activity; 2021 legislative session; addressing upcoming trials; and various upcoming and ongoing projects. Emergency Paid Sick Leave (EPSL) and Emergency Family Medical Leave Act (EFMLA) was extended by the County until March 31, 2021 and is subject to federal law; the allowable 80 hours for full or half time County employee resets as of January 1, 2021.

The Commissioners authorized the hiring of an additional IT professional.

The regular meeting adjourned at 11:03 a.m.

---

James H. Willox, Chairman

**ATTEST:**

---

Karen Rimmer, County Clerk  
Publish: January 13/14, 2021