

Approved Minutes
Board of Commissioners of Converse County
July 20, 2021

The regular meeting was called to order at 8:05 a.m. on July 20, 2021. Present were Chairman Jim Willox; Vice-Chair Rick Grant; Commissioners Robert Short, Tony Lehner, and Mike Colling; and County Clerk, Karen Rimmer.

Mr. Jason Wilkinson, Road and Bridge Foreman, provided departmental updates, including road conditions; traffic counts; and upcoming and ongoing projects.

Mr. Josh Moore and Ms. Kayla Moore provided an update on the status of permits and agreements with Wyoming Game and Fish since the 2020 abandonment of Ross Road. Discussion ensued regarding the reasons for the abandonment, including safety concerns and increased public access on state land through Wyoming Game and Fish. Mr. Moore detailed issues and concerns expressed by the Office of State Lands and Investments (OSLI), including their fiduciary responsibilities to provide access for commercial traffic. Game and Fish are running into the same issues; they cannot get their permit from the State. A permanent easement to Game and Fish for access to the state land parking area may be a solution. OSLI-required easements with the County were also discussed; the County is currently surveying the area. The Commission directed Chairman Willox to provide written notice to the OSLI expressing support of the permitting and easement process, thereby allowing increased public access, safety to residential areas, and increased public access.

The minutes of the July 6 and 7, 2021 regular meeting were approved and ordered filed.

Mr. Grant moved to approve May monthly reports for CCSO \$2,426.47; Mr. Lehner seconded; motion carried.

Mr. Colling moved to approve the Janitorial Agreement between the County and Ms. Linda Alley for a 2-year term from July 1, 2021 to June 30, 2023 at a rate of \$1,000 per month; Mr. Short seconded; motion carried.

Mr. Short moved to approve the Cooperative Agreement for the Sub-Award of the 2021 Community Assistance Funding on Adjacent Lands-Hazardous Fuels Reduction Grant (Fire Wise) between the State of Wyoming, Office of State Lands and Investments, and Converse County, for a term through March 31, 2024 in the amount of \$101,200; Mr. Lehner seconded; motion carried.

Mr. Short moved to approve the Cooperative Agreement for the Sub Award of the Fire Wise Grant between Converse County Firewise and Local Grant Program Administrator, Converse County, for a term through July 31, 2022; Mr. Lehner seconded; motion carried.

Mr. Short moved to approve the Bore Permit between Converse County and Niobrara Electric Association Inc. for CR53/Manning Road for distribution powerline in 6-inch PVC conduit; Mr. Grant seconded; motion carried.

Mr. Colling moved to approve Community Service Grant, or “Aid to Others”, agreements between the County and the following: Boys & Girls Club of Douglas/\$50,000; Boys & Girls Club of Central Wyoming-Glenrock/\$50,000; CANDO-The Enterprise/\$119,640; Children’s Advocacy Project/\$2,000; Converse County Fair Board/\$108,887; Converse Hope Center/\$20,000; Douglas Community Club/\$30,000; Douglas Youth Hockey/\$30,000; Glenrock Chamber of Commerce/\$10,000; Glenrock Economic Development/\$28,000; Glenrock Golf Club/\$20,000; Glenrock Housing Authority/\$45,000; Glenrock Recreation District/\$27,000; Human Resource Council-Community Service Block Grant/\$14,000; Laramie Peak Humane Society/\$15,000; Solutions for Life/\$55,000; Town of Glenrock-Glenrock Boys and Girls Club construction project/\$750,000; Wyoming Child and Family Development/\$5,000; Wyoming Pioneer Museum/\$7,000; and Youth Development Services/\$45,000; Mr. Lehner seconded; motion carried.

Mr. Grant moved to appoint Mr. Arthur Schubert to the Glenrock Area Solid Waste Disposal District Board for a three-year term from Aug. 2021 to Aug. 2024; Mr. Short seconded; motion carried.

Mr. Grant moved to approve:

RESOLUTION 03-21
A RESOLUTION APPROPRIATING MONEY FOR THE ANNUAL
BUDGET OF CONVERSE COUNTY, WYOMING, FOR FISCAL YEAR
2022

WHEREAS, by the 15th day of May 2021, the Converse County Clerk, as the budget-making authority for the county, prepared and submitted to the Board of County Commissioners the county budget for the fiscal year ending June 30, 2022; and

WHEREAS, notice of public hearing on such budget, together with the summary of said budget was published in the Douglas Budget on June 30, 2021, a legal newspaper published in the County of Converse and of general circulation, as well as in the Glenrock Independent on July 1, 2021; and

WHEREAS, a public hearing was held on such budget at 4:00 p.m. in the Converse County Courthouse in Douglas, Wyoming on July 19, 2021, at which time all interested parties were given an opportunity to be heard; and

WHEREAS, following such public hearing, certain revisions were made to such proposed budget as presented in Exhibit “A”, a copy of which is attached hereto and by this specific reference is made a part hereof.

NOW THEREFORE BE IT RESOLVED by the Board of Converse County Commissioners that the proposed budget be adopted as the official County Budget for the FY2022 ending June 30, 2022, and that the expenditures of each officer, department, or spending agency be limited to the amount herein appropriated.

PASSED, APPROVED AND ADOPTED this 20th day of July 2021.

BOARD OF COMMISSIONERS

CONVERSE COUNTY, WYOMING:

/s/ James H. Willox, Vice-Chairman

ATTEST: /s/ Karen Rimmer, County Clerk

EXHIBIT "A" TO RESOLUTION 03-21

COUNTY DEPTS		TRANSFER ACCOUNTS	
County Commissioners	\$496,174	Building/Maintenance Reserve	\$8,670,000
County Clerk	\$797,015	Equipment Reserve	\$500,000
County Treasurer	\$722,739	Salary Reserve	\$250,000
County Assessor	\$780,275	Joint Communications	\$769,558
County Sheriff	\$2,613,885	Joint Justice Operations	\$343,058
County Attorney	\$1,369,051	Health Insurance	\$700,000
Courthouse/Maintenance	\$730,560	Other Roads/231 Account	\$7,033,485
County Surveyor	\$107,901	Capital 150 Account	\$0
County Coroner	\$94,735	GENERAL ACCOUNTS	
Agricultural Agents	\$170,271	General Accounts	\$1,368,443.00
Clerk of District Court	\$703,948	Airport	\$122,587
County Jail	\$3,331,294	Hospital	\$1,000,000
Road & Bridge	\$5,134,511	Library	\$1,800,000
Elections	\$158,033	Aid to Others (Includes Capital)	\$1,384,347
Emergency Management	\$251,172	Operating Reserve Fund	\$3,175,473
IT	\$264,759	Depreciation Reserve	\$718,500
Health	\$369,497	General Fund Requirements:	\$47,643,298
Parks & Recreation	\$437,100		
Special Projects	\$57,277		
Fire Departments	\$1,219,050		

BOARD OF COMMISSIONERS
CONVERSE COUNTY, WYOMING:

/s/ James H. Willox, Vice-Chairman

ATTEST: /s/ Karen Rimmer, County Clerk

Mr. Short seconded; motion carried.

Mr. Lehner moved to approve:

CMAQ Attachment E: Resolution 04-21

Authorizing the Submission of an Application for Federal Funding Through the Congestion Mitigation Air Quality (CMAQ) Program Administered by the Wyoming Dept. of Transportation for Converse County for the Purposes of the Ross Road Project

WITNESSETH: WHEREAS the governing body for Converse County desires to participate in the Congestion Mitigation Air Quality Program (CMAQ) to assist in funding this project;

WHEREAS, the governing body for Converse County recognizes the need for the project;

WHEREAS, CMAQ requires that federal funding criteria be met, and Converse County agrees to ensure satisfaction of all requirements;

WHEREAS, Converse County acknowledges that if funded, the CMAQ project shall be completed prior to December 31, 2024;

WHEREAS, the governing body for Converse County agrees to set aside a minimum of \$19,008.00 as a line item in its budget for the required twenty percent (20%) local cash match on the project;

WHEREAS, the governing body for Converse County acknowledges CMAQ is funded on a reimbursement basis and all invoices must be 100% paid by Converse County prior to reimbursement through CMAQ (80% Federal Reimbursement). Converse County acknowledges that failure to comply with this requirement may result in cancellation of the award and repayment by Converse County of all funds reimbursed.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY for Converse County that a funding application requesting \$76,032.00 in federal CMAQ funding be submitted to the Wyoming Department of Transportation – CMAQ for consideration to assist in funding for the Converse County project.

BE IT FURTHER RESOLVED, THAT Jim Willox, Chairman of the Commissioners is hereby designated as the Project Administrator, of Converse County to act on behalf of the governing body on all matters relating to this funding application.

PASSED, APPROVED AND ADOPTED THIS 20 DAY OF July 2021.

BOARD OF COMMISSIONERS
CONVERSE COUNTY, WYOMING:
/s/ James H. Willox, Vice-Chairman

ATTEST: /s/ Karen Rimmer, County Clerk
Karen Rimmer, County Clerk

Mr. Short seconded; motion carried.

Mr. Hal Hutchinson provided updates to the Converse County Joint Justice Center Phase 2 Courts construction project, including an overview of project construction bid and timeline; ongoing construction contract negotiations; progress meetings; contractor access; and utilization of an office space for Mr. Hutchinson during construction. The Commissioners discussed the approval process for Change Order Requests, which will be officially approved at the next Commissioner meeting.

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

Departmental updates were provided by Ms. Darcey Cowardin, Public Health Nurse Manager, primarily regarding the increased cases of COVID-19 within Converse County and statewide, and data pertaining to vaccinations, testing, and other information.

Ms. Dru Palmer, Dru Consulting, provided updates on various energy and natural resource projects, including Converse County EIS; Sage Grouse Implementation Team and sage grouse; Thunder Basin National Grasslands; CEQ Implementation Regulations; wind energy; WCCA issues; Biden leasing moratorium; Biden Climate Change Agenda; WOTUS; Western Drought; Endangered Species Act; and various upcoming meetings and action items.

Mr. Bob Decker, TOV Consulting and Communications, LLC, provided an overview of requested contract revisions for FY2022. Following discussion, Mr. Colling moved to approve the agreement for health insurance consulting services between Converse County and TOV Consulting and Communications LLC, for a 1-year term from Aug. 1, 2021 to July 31, 2022 at a rate of \$2,500 per month; Mr. Lehner seconded; motion carried.

The regular meeting adjourned at 3:30 p.m.

James H. Willox, Chairman

ATTEST:

Karen Rimmer, County Clerk
Publish: July 28/29, 2021