

## MINUTES OF THE BOARD OF SHERIDAN COUNTY COMMISSIONERS

The Board met at 9:00 a.m., July 21, 2009, in regular session at the Sheridan County Courthouse, Sheridan, Wyoming. Chairman Rolston called the meeting to order and led everyone in the Pledge of Allegiance. Members present were Commissioners Steve Maier, Mike Nickel and Robert L. Rolston. Commissioner Terry Cram was out of the office. Commissioner Tom Ringley was out speaking on the capital facilities tax proposition.

### CONSENT AGENDA

The Board approved the addition of two items, identified as (j) and (k), to the Consent Agenda. There being no public comment on the Consent Agenda, it was approved as amended and the Chairman was authorized to sign documents as required.

- (a) Minutes of regular session on July 7, 2009;
- (b) Affirm Administrative Director's execution of renewal of Companion Life Insurance Company (stop loss policy, premium \$13,250);
- (c) Affirm Administrative Director's execution of renewal of administrative services agreement with EBMS, Schedule A Fees, Schedule B Cobra, Schedule C1 Disclosure, Schedule D Care Link Addendum, Schedule E HIPAA Certification, Schedule L Subrogation and Third Party Recovery;
- (d) Affirm Administrative Director's execution of Amendment #15 to the Sheridan County Employee Health Benefit Plan document, increasing wellness benefits;
- (e) Addendum to Delta Dental of Wyoming plan, authorizing coverage July 1, 2009 through June 30, 2010 at specified rates;
- (f) Sheridan County License Agreement 0912LA with ACT to cross Dry Ranch Road to install fiber optics (fee paid);
- (g) Sheridan County License Agreement 0913LA with Range Telephone to cross Badger Creek Road to install a buried copper cable (no fee since County cut cable);
- (h) Sheridan County License Agreement 0914LA with Range Telephone to cross Coutant Creek Road to bury cable (fee waived for service to individual);
- (i) Partial Release of Mortgage to Woodland Park, LLC for Lot 11, Block 2, Woodland Park Subdivision-Phase One.
- (j) Sheridan County License Agreement 0911LA with ACT to cross Dry Ranch Road to install fiber optic line (fee paid).
- (k) Minutes of a special session on July 17, 2009.

### AGENDA

The published agenda was approved as amended.

### ANNOUNCEMENTS

There were no announcements.

### PUBLIC COMMENTS

There were no public comments.

## AMBULANCE SERVICE

The Board approved an Emergency Medical Services Agreement with Rocky Mountain Ambulance, specifying terms to continue ambulance services to the citizens of Sheridan County for a three-year period, at \$200,000 annually.

## ANNUAL STATEMENT

Pursuant to Wyoming Statute 18-3-515, the Board approved Resolution 09-07-027, authorizing the annual statement for fiscal year ending June 30, 2009 to be entered into the record and published.

**RESOLUTION 09-07-027  
FY 2008-2009 ANNUAL STATEMENT  
SHERIDAN COUNTY, WYOMING**

WHEREAS, pursuant to Wyoming Statute 18-3-515, the Board of County Commissioners is required to prepare and acknowledge at a public meeting in the month of July its annual statement, setting forth the receipts and expenditures of the County for the preceding twelve months; and

WHEREAS, the budget officer has prepared the annual statement for the fiscal year ending June 30, 2009.

NOW, THEREFORE, BE IT RESOLVED by the Board of Sheridan County Commissioners that the annual statement be entered into the record and be published in the designated newspaper of the County.

	<u><b>07/01/2008 - 06/30/2009</b></u>	<u><b>Budget</b></u>
<b>INCOME</b>		
Federal Revenues		
PILT	\$1,279,198.00	\$550,000.00
Forest Reserve	\$223,016.00	\$95,000.00
Sub-total : Federal Revenues	<hr/> \$1,502,214.00	\$645,000.00
State Shared Revenues		
Sales Tax (State Municipalities Tax)	\$3,281,870.74	\$3,000,000.00
5% Sales Tax Use Tax	\$54,881.45	\$50,000.00
Severance Tax	\$301,102.30	\$275,000.00
"Over the Cap" Severance Tax	\$883,592.00	\$883,592.00
Other	\$5,579.14	\$34,500.00
Gas Tax Special (Fuel Tax-Diesel)	\$366,053.50	\$300,000.00
Gasoline Tax	\$204,604.96	\$175,000.00
Industrial Impact Assistance	\$79,333.40	\$15,000.00
ST of WY Food Tax Relief	\$346,713.86	\$290,000.00
Sub-total : State Shared Revenues	<hr/> \$5,523,731.35	\$5,023,092.00
Locally Generated Revenues		
Property Taxes Current	\$7,544,923.69	\$7,526,500.00
Motor Vehicle Fees (County Auto)	\$1,030,621.49	\$900,000.00
Pro-Rate County Auto Carriers	\$23,653.42	\$20,000.00
Sub-total : Locally Generated Revenues	<hr/> \$8,599,198.60	\$8,446,500.00
Gross Departmental Revenues (Fees)		
Licenses/Permits	\$345,026.00	\$243,200.00
Rents\Royalties\Fines	\$83,656.01	\$73,900.00
WY Star Interest General County	\$111,134.54	\$75,000.00
Interest-General Co Checking	\$167,016.37	\$315,000.00
General Delinquent Tax Int\Penalty	\$23,314.37	\$8,500.00
Charges for Services	\$1,453,971.35	\$1,343,600.00

Sale of Assets	\$139,461.72	\$2,500.00
Sub-total : Gross Departmental Revenues (Fees)	\$2,323,580.36	\$2,061,700.00
Reimbursement from Captax	\$0.00	\$150,000.00
All Others	\$126,915.63	\$48,500.00
Sub-total : Fees	\$126,915.63	\$198,500.00
Special Funds		
Capital Facilities 2004	\$2,864,631.46	\$2,500,000.00
Capital Facilities 2004 Interest	\$64,254.90	\$50,000.00
CFT Contra Road	\$169,364.29	\$0.00
SCRFF	\$413,835.51	\$350,000.00
One Cent Optional	\$2,466,272.83	\$2,100,000.00
E911	\$294,516.41	\$285,000.00
WIC	\$15,732.60	\$23,500.00
Fire District	\$2,119.42	\$0.00
Grants	\$3,290,030.87	\$7,808,881.99
Sub-total : Special Funds	\$9,580,758.29	\$13,117,381.99
<b>Total : INCOME</b>	\$27,656,398.23	\$29,492,173.99

	<u>07/01/2008 - 06/30/2009</u>	<u>Budget</u>
<b>EXPENSES</b>		
COMMISSIONERS	\$330,023.77	\$390,884.24
COUNTY CLERK	\$508,234.78	\$523,877.84
ELECTIONS	\$177,585.92	\$263,550.21
TREASURER	\$356,897.35	\$373,920.03
ASSESSOR	\$623,341.01	\$647,208.74
SHERIFF	\$2,117,233.57	\$2,227,580.24
DETENTION/JAIL	\$2,297,820.62	\$2,380,933.15
ATTORNEY	\$1,048,792.94	\$1,051,442.60
CIRCUIT COURT	\$3,586.86	\$4,000.00
PUBLIC WORKS	\$1,018,397.01	\$1,145,854.34
CORONER	\$30,815.23	\$41,100.00
EXTENSION	\$137,067.48	\$151,225.18
CLERK OF DISTRICT	\$456,943.23	\$473,285.64
EMERGENCY MGMT	\$44,338.51	\$52,502.78
BUILDING & MAINTENANCE	\$396,341.76	\$456,759.52
ROAD & BRIDGE	\$1,370,124.79	\$1,566,654.12
IT	\$472,412.20	\$476,382.17
COMMUNITY HEALTH	\$453,720.06	\$538,449.35
ADMINISTRATION	\$215,156.31	\$221,079.13
FIXED COSTS	\$2,638,002.60	\$4,116,977.27
CAPITAL FUNDING	\$3,359,915.67	\$4,661,126.00
SPECIAL FUNDS		
ONE CENT OPTIONAL	\$2,088,155.41	\$1,995,000.00
E-911	\$325,624.11	\$584,750.44
WIC	\$11,488.03	\$23,500.00
CAP TAX ROADS	\$3,950,030.60	\$8,252,450.00
SCRFF (COUNTY ROAD FUND)	\$919,204.53	\$915,000.00
GRANTS	\$2,056,455.01	\$2,223,762.16
<b>Total : EXPENSES</b>	\$27,407,709.36	\$35,759,255.15



NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners that the presented proposed Sheridan County Budget is hereby approved on July 21, 2009, being adopted as the official County Budget for the fiscal year ending June 30, 2010.

BE IT FURTHER RESOLVED, that the following appropriations be made for the 2009-10 budget fiscal year ending June 30, 2010, and that the expenditures of each officer, department or spending agency be limited to the amount herein appropriated.

SHERIDAN COUNTY BUDGET FY 2009-10

	CASH CARRY FORWARD	PROJECTED REVENUES	PROJECTED EXPENDITURES	CASH CARRY OVER 2009-10
<b>CASH</b>				
CASH CARRY OVER JUNE 30,2009	\$2,250,000.00			
<b>REVENUES</b>				
FEDERAL		\$1,122,000.00		
STATE SHARED		\$4,747,112.00		
LOCALLY GENERATED		\$10,597,500.00		
LICENSES/PERMITS		\$166,100.00		
RENTS/INTEREST/FINES		\$245,900.00		
CHARGES FOR SERVICES		\$1,140,800.00		
MISCELLANEOUS		\$39,000.00		
<b>EXPENSES</b>				
COUNTY COMMISSIONERS			(\$409,441.00)	
COUNTY CLERK			(\$507,577.00)	
ELECTIONS			(\$217,981.00)	
ADMINISTRATION			(\$302,402.00)	
TREASURER			(\$384,109.00)	
ASSESSOR			(\$636,395.00)	
SHERIFF			(\$2,216,933.00)	
DETENTION			(\$2,642,094.00)	
ATTORNEY			(\$1,105,882.00)	
CIRCUIT COURT			(\$4,000.00)	
PUB WORKS			(\$1,078,804.00)	
ROAD & BRIDGE			(\$1,460,241.00)	
CORONER			(\$41,350.00)	
EXTENSION			(\$157,141.00)	
CLERK OF DISTRICT COURT			(\$471,066.00)	
EMERGENCY MANAGEMENT			(\$51,117.00)	
BUILDING AND MAINTENANCE			(\$440,772.00)	
INFORMATION TECHNOLOGY			(\$479,351.00)	
COMMUNITY HEALTH			(\$548,120.00)	
GENERAL/FIXED COSTS			(\$3,607,036.00)	
CAPITAL FUNDING			(\$3,546,600.00)	
<b>SUBTOTAL</b>	<b>\$2,250,000.00</b>	<b>\$18,058,412.00</b>	<b>(\$20,308,412.00)</b>	<b>\$0.00</b>
<b>SPECIAL FUNDS</b>				
1 CENT OPTIONAL	\$ .00	\$2,012,000.00	(\$2,012,000.00)	\$ .00
CAP TAX ROADS	\$3,795,000.00	\$2,025,000.00	(\$7,974,048.00)	\$2,790,452.00
SCRF	\$164,116.00	\$375,000.00	(\$176,756.00)	\$362,360.00
WIC	\$ .00	\$16,800.00	(\$16,800.00)	\$ .00
E911	\$529,000.00	\$282,500.00	(\$429,680.00)	\$381,820.00
PASS THROUGH GRANTS	\$ .00	\$453,668.00	(\$453,668.00)	\$0.00
SHERIDAN COUNTY GRANTS		\$5,482,371.00	(\$468,550.00)	\$0.00
<b>SUBTOTAL</b>	<b>\$4,488,116.00</b>	<b>\$10,647,339.00</b>	<b>(\$11,531,502.00)</b>	<b>\$3,534,632.00</b>
<b>TOTAL</b>	<b>\$6,738,116.00</b>	<b>\$28,705,751.00</b>	<b>(\$31,839,914.00)</b>	<b>\$3,534,632.00</b>

APPROVED AND ADOPTED this twenty first day of July, 2009.

ATTEST:

/s/Audrey Koltiska, County Clerk

BOARD OF COUNTY COMMISSIONERS

Sheridan County, Wyoming

Robert L. Rolston, Chairman

Terry Cram, Commissioner

Steve Maier, Commissioner

Mike Nickel, Commissioner

Tom Ringley, Commissioner

#### TANF-CPI GRANT

Chairman Rolston opened the public hearing at 9:08 a.m. to receive comment on 2009 funding through the Department of Health's Temporary Assistance for Needy Families-Community Partnership Initiative program. Chairman Rolston said the Board had received applications from Child Advocacy Services of the Big Horns and the Center for Dispute Solutions, Inc., both for \$50,000 in funding. Grants Administrator Mike Mackey said the State allotment is one million dollars. Cori Erickson of CDSI clarified the use of previously received funding in Sheridan County and at their other offices. The hearing was closed at 9:12 a.m. The Board elected to support both applications in reduced amounts, requesting \$35,000 for CASA; and \$15,000 for CDSI.

#### ACME BRIDGE

County Engineer Ken Muller reported that the bid was awarded to Zowada Recycling & Steel on May 19, 2009. The Board authorized the Chairman to execute the agreement with Zowada for the purchase and removal of the steel trussed bridge known as the old Acme bridge, in the amount of 42,894.60.

#### DETENTION CENTER

Ms. Obermueller said the Detention Center does not have a printer/copier. In an effort to improve efficiency of time, the Board authorized the Chairman to sign the Sheridan County Equipment Lease Agreement for Multi-Function Digital Printers/Copiers with TOP Office Products to provide one printer/copier unit at the Detention Center, term to August 15, 2013.

#### COURTHOUSE

Ms. Obermueller reported that the Courthouse roof structure allows buildup of ice at the northwest entry area, which causes problems each winter. Discussions on possible ways to remedy the design deficiency has resulted in the County taking advantage of the City's reconstruction of Burkitt Street. As the City will need to remove the concrete in this area to reach the storm water interceptor, the County plans to install a hot water snow melt heating plant system, utilizing its current boiler. The Board approved an agreement with Associated Construction Engineering, Inc. to design the system in an amount not to exceed \$8,400.

#### FIRE RESTRICTIONS

County Fire Warden Bill Biastoch told the Board that there is heavy fuel from dead grasses in the County with some still curing. He recommended restrictions be placed into effect.

He said the one major change to the list of restrictions this year is that campfires at commercial campgrounds and lodging facilities will be allowed if centered within a 12-foot cleared radius, along with notification to the District Fire Chief. The Board approved Resolution 09-07-029, authorizing 2009 partial fire restrictions, outside the Forest Service boundary and municipalities, to be in effect 12:01 a.m. on July 27, 2009.

#### ENLARGEMENT OF BIG HORN FIRE DISTRICT

Mr. Biastoch reported that as of July 1, 2009 the Legislature once again allows landowners/voters to petition to join a fire district. As Sheridan County has approximately 800 parcels not currently in a fire district, there is an effort to encourage landowners to join a district for the protection of their property and volunteer firefighters. Information letters have been sent out, and we have discovered that some people are not aware they are not part of a district. As alleged in the eleven petitions filed with the Board, that an election not be held for the following enlargement petitions as all landowners and voters, if any, within the new area, and the Board of Directors of the Big Horn Rural Fire Protection District agree to the inclusion of the new area within the District, and that no additional directors are needed. These landowners are Michael C. and Scarlet Peacock, Richard and Kathy Donaldson, Benjamin Kirven, Theodore and Donna L. Barten, Michael A. and Sherry K. Kunkel, Edward A. Hoffman, Terry and Linda Pruett, Bruce C. Forness and Ann C. Loretan, Loretta May Owen, Steve P. and Judy Washut, and J. Michael and Carol Watkins.

#### COUNTY LIBRARY

The Commissioners noted they were pleased that seven highly qualified candidates were interested in serving on the Sheridan County Library System board of trustees. The Board appointed Jenny M. Heuck and Anthony T. Wendtland to three-year terms on the Library board, effective July 1, 2009 through June 30, 2012.

#### ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 9:30 a.m.

BOARD OF COUNTY COMMISSIONERS  
Sheridan County, Wyoming

Attest:

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Robert L. Rolston, Chairman

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Audrey Koltiska, County Clerk