

**MINUTES OF THE BOARD OF SHERIDAN COUNTY COMMISSIONERS**

The Board met at 9:00 a.m. October 4, 2011, in regular session at the Sheridan County Courthouse, Sheridan, Wyoming. Chairman Tom Ringley called the meeting to order and led everyone in the Pledge of Allegiance. Members present were Commissioners Terry Cram, Steve Maier, Mike Nickel, Tom Ringley, and Bob Rolston.

**CONSENT AGENDA**

Commissioner Rolston made a motion to approve the consent agenda as read and published and authorize the Chairman to sign documents as required. Commissioner Maier seconded and with all Commissioners voting in favor, the motion passed to approve the consent agenda as follows:

- a. Minutes from Special Session, September 1, 2011;
- b. Minutes from Regular Session, September 6, 2011;
- c. Affirm Partial Release of Mortgage by Woodland Park LLC, for Tract 2, Woodland Park Subdivision – Phase One;
- d. Ratify Administrative Director’s signature on a Business Associate Agreement and Agreement for Actuarial Valuation of Retirement Benefits with Leif Associates, Inc., in the amount of \$7,000;
- e. Affirm Public Health’s signature for a Radon Grant on the Agreement between Wyoming State Health Department and Sheridan County Public Health Nursing Office;
- f. Affirm Chairman’s signature on a letter to Dr. Hugh K. Batty regarding a request for exemption from inspection fee for a building and zoning permit;
- g. Affirm Perpetual Bond for Clearmont Fire District, Barb Carlock, Treasurer;
- h. Affirm Chairman’s signature on a Grant Agreement with the FAA for Sheridan County Airport, Rehabilitate Taxiway B (Phase II);
- i. Affirm Letter of Support to DEQ for the City’s Application for 319 Funding for Goose Creek;
- j. Sheridan County License Agreement No. 1109LA with Montana Dakota Utilities Company to extend a 2 inch gas main 300 feet along County Road #119, Dry Ranch Road (fee paid);
- k. Affirm Chairman’s signature for FEMA Non-Federal Cost Share Assistance through the State of Wyoming Office of Homeland Security;
- l. Affirm Lake DeSmet Counties Coalition Resolution 11-06; enrollment into Wyoming Retirement System;
- m. Affirm Chairman’s signature on CDBG Agreement with Wyoming Business Council for the Historic Railroad District Planning Grant;
- n. Affirm FY 2012 CSBG Grant Award to Sheridan County Tripartite Board with Sheridan County Acting as Fiscal Agent;
- o. General County Vouchers – September;
- p. General Airport Vouchers – September.

**SEPTEMBER 2011**

**INTERIM MID-MONTH WARRANTS**

<b>VENDOR</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
ACT INC	\$2,068.88	PHONE SVC
AMERICAN FAMILY LIFE	\$1,428.60	PREMIUM
ANDERSON, LEAH	\$625.00	WELLNESS PROGRAM
ANDERSON, NATHAN	\$625.00	WELLNESS PROGRAM
BIG HORN CNTY ELECTRIC CO-OP	\$20.00	UTILITIES
CENTURYLINK	\$4,353.82	PHONE SVC
CHARLES W BASSETT	\$4,691.84	LEASE PAYMENTS
CIT-CO FEDERAL CREDIT UNION	\$3,981.60	PAYROLL TRANSFERS
CITY OF SHERIDAN	\$279.83	UTILITIES
COLLINS, ANNE	\$70.95	REIMBURSEMENT

COMMUNICATION TECHNOLOGIES	\$301.94	MICS
CONTINENTAL GATE	\$6,902.50	GATE DEPOSIT
DELTA DENTAL	\$7,938.50	PREMIUM
EBMS	\$1,635.01	FLEX PLAN
FECK, SUSAN	\$18.87	MILEAGE
GARNISHMENTS	\$1,830.06	SEPTEMBER
HOME DEPOT	\$69.85	SUPPLIES
ICMA RETIREMENT TRUST	\$4,504.08	SEPTEMBER
KWN CONSTRUCTION	\$22,735.80	CRTHSE HVAC UPGRADES
MONTANA DAKOTA UTILITIES	\$10,077.00	UTILITIES
NCPERS GROUP LIFE INS	\$432.00	PRUDENTIAL LIFE
ORCHARD TRUST	\$4,516.52	WYO DEFERRED COMPENSATION
POWDER RIVER ENERGY CORP	\$45.20	UTILITIES
QUIK SAK	\$610.78	FUEL
RANGE TELEPHONE	\$309.98	PHONE SVC
SCHONENBACH, KATHIE	\$89.76	MILEAGE
SHERIDAN AREA WATER SUPPLY	\$607.35	WATER
SHERIDAN CHAMBER OF COMMERCE	\$102.50	CHAMBER BUCKS
SHERIDAN CNTY COMMISSIONERS	\$161.10	SUPPLIES
SHERIDAN CNTY TREAS HEALTH INS	\$142,967.13	HEALTH INS/FLEX PLAN FEE
SHERIDAN CNTY TREAS PAYROLL TAX	\$125,067.24	941
SHERIDAN PRESS	\$4,760.50	ADVERTISING
STEWART, JOSIE	\$7.14	MILEAGE
STURTZ, JOHN	\$575.00	WELLNESS PROGRAM
TOWN OF CLEARMONT	\$64.00	UTILITIES
UNITED LIFE INSURANCE	\$1,401.42	SEPTEMBER
US BANK CORPORATE REAL ESTATE	\$800.00	OFFICE RENT
VERIZON WIRELESS	\$1,477.55	CELL PHONE SVC
WALMART COMMUNITY	\$211.95	SUPPLIES
WAY OIL CO	\$24,955.00	FUEL
WILLIAMSON, WANDA	\$206.55	MILEAGE
WRIGHT EXPRESS	\$11,683.03	FUEL
WYO DEPT OF HEALTH	\$92.50	KITS
WYO RETIREMENT SYSTEM	\$74,112.03	SEPTEMBER
WYO WORKERS COMPENSATION DIV	\$8,561.52	SEPTEMBER
WYOMING CHILD SUPPORT ASSN	\$60.00	MEMBERSHIP
<b>TOTAL MID-MONTH INTERIM WARRANTS PAID</b>	<b>\$478,036.88</b>	

**GENERAL COUNTY WARRANTS**

<b>VENDOR</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
A & M SERVICE	\$318.30	TONER
A PLUS PLUMBERS	\$906.40	PLUMBING
ABC SIGNS	\$445.00	GRAPHICS
ADVOCACY & RESOURCE CENTER	\$3,750.00	1% OPT SALES TAX
AECOM	\$6,040.14	RIPARIAN MGMT PLAN
AMERICAN WELDING	\$129.25	SUPPLIES
A-PLUS SERVICES	\$22,062.50	HAULING, TOWING
ARNEY, NICKIE	\$409.70	TRAVEL EXPENSES
BEST WESTERN SHERIDAN CENTER	\$351.07	MEALS
BIG HORN CNTY ELECTRIC	\$20.20	UTILITIES
BIG HORN WATER WAGON	\$4,365.00	WATER ROAD
BILLINGS EXTINGUISHING SYS TECHNOLOGY	\$133.00	SERVICE
BOBS PEST CONTROL	\$35.00	SERVICE
BOMAR DODIE	\$206.60	PAINT
BUSTECH INC	\$268.70	SUPPLIES
C & K EQUIPMENT	\$96.64	BTTY
CARQUEST AUTO PARTS	\$102.90	PARTS
CARR, THOMAS	\$1,000.00	LEASE PMT
CARROLL, PETE	\$360.75	MILEAGE
CBM FOOD SERVICE	\$21,082.62	INMATE MEALS
CDW GOVERNMENT	\$99.45	BTTY
CENTURYLINK	\$59.35	PHONE SERVICE
CHILD ADVOCACY SVC	\$3,750.00	1% OPT SALES TAX
COLLINS COMMUNICATIONS	\$888.00	MONITORING, SERVICE
COMMUNICATION TECHNOLOGIES	\$186.30	ANTENNA
COMPUTER SOFTWARE ASSOC	\$225.00	WEBHOST FEE
CONNIES GLASS	\$268.96	REPAIR
COUNCIL OF SOCIAL AGENCIES	\$30.00	DUES
COUNTRY HOSPITAL FOR ANIMALS	\$135.00	K9
CUNDIFF, SHELLEY	\$2,300.00	LEGAL
DCM CONSTRUCTION	\$52,461.25	HAULING

DESERT MOUNTAIN CORP	\$33,751.44	ROAD SAVER
DEX MEDIA WEST	\$29.20	ADVERTISING
DIAMOND MOWERS	\$569.06	PARTS
DOG & CAT SHELTER	\$3,750.00	1% OPT SALES TAX
DOWNTOWN SHERIDAN ASSN	\$2,500.00	1% OPT SALES TAX
DXP ENTERPRISES	\$125.14	HAND SANITIZER
EAST RIDGE TOWING	\$35.00	TOWING
ED HAMMER INC	\$830.14	REPAIRS
EMPLOYEE DATA FORMS	\$23.00	CALENDARS
FASTENAL	\$1,194.56	PARTS
FECK, SUSAN	\$34.68	MILEAGE
FEDEX	\$43.59	SHIPPING
FORWARD SHERIDAN	\$5,000.00	1% OPT SALES TAX
FREE CLINIC	\$2,500.00	1% OPT SALES TAX
GALLS	\$786.93	LIGHTS
GAMMEL, CASSANDRA	\$38.76	MILEAGE
GARY BRINK INC	\$288.28	ASSY
GLAXOSMITHKLINE PHARMACEUTICALS	\$27,525.00	VACCINES
GREASE MONKEY	\$64.98	OIL CHNG
HABITAT FOR HUMANITY	\$5,000.00	1% OPT SALES TAX
HARNISH, AMY	\$112.00	SEWING
HEALTH FAIR-SHERIDAN MEMORIAL HOSPITAL	\$25.00	BOOTH SPACE
HENRY SCHEIN INC	\$614.81	SUPPLIES
HININGER, SCOTT	\$200.38	TRAVEL EXPENSES
HURLEY, RICK	\$61.39	REIMBURSEMENT
INTERMOUNTAIN CONSTRUCTION	\$14,552.96	OVERLAY, MATERIAL
JIMS TREE SERVICE	\$690.00	TREE REMOVAL
JLN NETWORKING	\$253.80	SPILLMAN MAINT
JUVENILE JUSTICE JT POWERS BD	\$45,000.00	1% OPT SALES TAX
K B COMMERCIAL PRODUCTS	\$423.07	SUPPLIES
KBM&M INC BIG HORN SANITATION	\$155.30	PORT TLT
KILPATRICK CREATIONS	\$503.00	APPAREL
KIMMEL, KERRIE	\$900.00	DEP CORONER
KLEPPERICH, JACQUELYN	\$122.83	REIMBURSEMENT
KMART	\$63.41	SUPPLIES
KNECHT HOME CENTER	\$113.08	SUPPLIES
KNIFE RIVER INC	\$258,855.48	SWAIM RD
LANNANS SUPPLY	\$216.78	SUPPLIES
LATITUDES TRAVEL	\$35.00	DOC FEE
LAYA, GARY	\$147.92	MAINT
LONABAUGH AND RIGGS	\$1,318.00	LEGAL
MARK'S PLUMBING PARTS	\$294.65	PARTS
MASTERCARD	\$2,039.59	SEPTEMBER
MCJUNKIN REDMAN	\$483.18	PARTS
MCKESSON MEDICAL SURGICAL	\$3,140.00	FLUMIST
MEINEKE ECONOLUBE	\$309.65	OIL CHNGS
MELLGREN, MIKE	\$19.77	MEALS
MEMORIAL HOSPITAL	\$48,437.50	1% OPT SALES TAX, FIXED COST
MIKES ELECTRIC	\$397.26	ELECTRICAL
MODERN ELECTRIC	\$318.00	ELECTRICAL
MOUNTAIN VIEW BUILDING	\$25,447.50	TRUCKING
NAPA AUTO PARTS	\$699.03	PARTS
NATIONAL BUSINESS SYSTEMS	\$5,362.76	NOTICES
NATL ASSN COUNTY ENGINEERS	\$120.00	MEMBERSHIP
NEVES UNIFORMS	\$1,511.83	SPIKE VESTS
NO WYO MENTAL HEALTH	\$6,250.00	1% OPT SALES TAX
NORCO	\$631.13	SUPPLIES
NOVUS AUTO GLASS	\$649.99	REPAIRS
OREILLY AUTOMOTIVE	\$459.30	PARTS
PACK & MAIL	\$11.25	SHIPPING
PAETEC	\$28.77	PHONE SVC
PARKERS GLASS SHOP	\$150.00	CHANGE GLASS
PETERBILT OF WYO	\$132.40	PARTS
PLAINS TIRE CO	\$621.88	TIRES
POLK CITY DIRECTORIES	\$310.00	DIRECTORY
POWDER RIVER POWER	\$65.11	PARTS
PRESTO PRINT	\$20.00	REPORT
PTOLEMY DATA SYSTEMS	\$7,228.90	SERVICE, SUPPLIES
QWEST CORP DBA CENTURYLINK	\$3,314.20	RELOCATE SERVICE
RELM WIRELESS CORP	\$508.25	RADIOS
RENEW	\$2,500.00	1% OPT SALES TAX

RESPOND FIRST AID SYSTEMS	\$145.78	SUPPLIES
RITEC	\$80.00	CLEANER
ROETECH INC	\$1,099.70	TESTING
ROSCOE STEEL	\$3,098.05	CATTLEGUARD
SANOFI PASTEUR INC	\$1,676.95	FLUZONE
SCHONENBACH, KATHIE	\$69.87	MILEAGE
SCHUTTE, VINCENT	\$1,395.00	LEGAL
SENIOR CITIZENS CENTER	\$11,250.00	1% OPT SALES TAX
SERVALL	\$52.46	TOWELS
SESSIONS, KEVIN	\$450.00	DEP CORONER
SHERIDAN ACE HARDWARE	\$25.16	CLEANER
SHERIDAN ARTS COUNCIL	\$2,000.00	1% OPT SALES TAX
SHERIDAN CHAMBER OF COMMERCE	\$3,528.50	1% OPT SALES TAX, GUIDES
SHERIDAN CNTY AIRPORT	\$15,783.33	FIXED COST, LEASE PMTS
SHERIDAN CNTY CONSERVATION DIST	\$7,500.00	1% OPT SALES TAX
SHERIDAN CNTY FAIR ASSN	\$54,166.67	1% OPT SALES TAX, FIXED COST
SHERIDAN CNTY FIRE BOARD	\$25,000.00	1% OPT SALES TAX
SHERIDAN CNTY FULMER PUBLIC LIBRARY	\$120,833.33	1% OPT SALES TAX, FIXED COST
SHERIDAN CNTY HISTORICAL SOCIETY	\$5,000.00	1% OPT SALES TAX
SHERIDAN CNTY SEARCH & RESCUE	\$3,750.00	1% OPT SALES TAX
SHERIDAN COMMERCIAL	\$492.55	SUPPLIES
SHERIDAN COMMUNITY LAND TRUST	\$5,000.00	1% OPT SALES TAX
SHERIDAN ELECTRONICS	\$35.96	SUPPLIES
SHERIDAN FIRE EQUIPMENT	\$25.00	SERVICE
SHERIDAN HERITAGE CENTER	\$6,250.00	1% OPT SALES TAX
SHERIDAN HOUSING ACTION COMMITTEE	\$2,500.00	1% OPT SALES TAX
SHERIDAN MOTOR	\$41.35	OIL CHNG
SHERIDAN PRESS	\$3,170.60	ADVERTISING
SHERIDAN SEED	\$59.98	K9 FOOD
SHERIDAN WINNELSON	\$32.75	PARTS
SHIPTONS BIG R	\$11.99	PARTS
SKYLINE IMPLEMENT	\$912.80	PARTS
SOURCE OFFICE PRODUCTS	\$1,627.06	CHAIRS, SUPPLIES
SOUTHSIDE WELDING & MACHINE	\$120.68	REPAIR
SPAHN, BOBBIE	\$408.07	MILEAGE, SUPPLIES
ST VINCENT HEALTHCARE	\$355.26	FACILITY CHG
STAPLES ADVANTAGE	\$77.85	SUPPLIES
STEWART, JOSIE	\$37.23	MILEAGE
STRAHAN & ASSOCIATES	\$291.67	HEALTH OFFICER
STROBES N' MORE	\$370.96	CONSOLE
STURTZ, JOHN	\$200.00	CLOTHING ALLOW
SYSCO	\$356.67	LINERS, COVERS
TW ENTERPRISES	\$601.13	SERVICE GENERATOR
TERRY, SUSAN	\$88.58	MILEAGE, SUPPLIES
THE TROPHY CASE	\$13.50	NAME TAGS
THOMPSON, EDA	\$66.00	MEALS
THOS Y PICKETT & CO	\$2,200.00	VALUATION CONTRACT
THYSSENKRUPP ELEVATOR	\$970.65	ELEV MAINT
TIRE-RAMA	\$1,822.51	TIRES, REPAIR
TONGUE RIVER VALLEY COMMUNITY CTR	\$3,125.00	1% OPT SALES TAX
TOP OFFICE PRODUCTS	\$4,905.89	DESK, COPY CHGS, SUPPLIES
TOTAL COMFORT	\$541.50	SERVICE
TOWN OF DAYTON	\$4,500.00	RESCUE AGREEMENT
TSP INC	\$6,359.95	ENGINEERING
US BANK CORPORATE REAL ESTATE	\$800.00	OFFICE RENT
VALLEY LANDSCAPING	\$165.36	VALVE
VALLEY MOTOR HONDA	\$76.39	REPAIR
VALLEY MOTOR LEASING	\$1,535.16	LEASE PMTS
VALLEY TREE SURGEONS	\$1,250.00	TREE REMOVAL
VENDELA, KIMBERLY	\$85.00	REIMBURSEMENT
VISTA WEST ENGINEERING	\$13,925.98	ENGINEERING
VOLUNTEERS OF AMERICA	\$12,500.00	1% OPT SALES TAX
WPCI	\$28.50	SCREENING
WAREHOUSE MARKET	\$1,270.33	SUPPLIES
WATER PRODUCTS	\$59.00	WATER
WESTERN WATER CONSULTANTS	\$486.00	ASSESSMENT
WILLIAMSON, WANDA	\$218.79	MILEAGE
WILLIS, KENTZ	\$250.77	SUPPLIES
WYATT, AMY	\$16.32	MILEAGE
WYO THEATER	\$5,000.00	1% OPT SALES TAX
WYOMING ASSN OF SHERIFFS & CHIEFS	\$350.00	DUES
WYOMING LAW ENFORCEMENT ACADEMY	\$310.00	TRAINING

WYOMING MACHINERY	\$4,941.14	PARTS
<b>GENERAL COUNTY WARRANTS</b>	<b>\$990,149.63</b>	

**AIRPORT WARRANTS**

<b>VENDOR</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
A & B BUILDINGS	\$24.75	SCREWS
ABSOLUTE UPHOLSTERY	\$271.17	REPAIR
ACT	\$35.51	PHONE SERVICE
ADVANCED COATING SYSTEMS	\$419.59	CAULK
ALPHA MACHINERY LLC	\$6,600.00	SCISSOR LIFT
AT&T	\$28.46	CELL PHONE SVC
BRESNAN COMMUNICATIONS	\$277.90	PHONE SVC
CIRCLE S SANITATION	\$178.00	SANITATION
CITY OF SHERIDAN	\$1,181.47	UTILITIES
CST	\$9,700.00	ROAD STABILIZATION
DOUGLAS PORTABLE TOILETS	\$99.00	PORT TLTS
ERECT A TUBE	\$6,552.76	ASTRAGAL
FASTENAL	\$139.53	PARTS
HARDRIVES CONST	\$21,815.84	RESTRIPE & RESEAL RW
HEARTLAND KUBOTA	\$2,400.00	BLADE
HOME DEPOT	\$375.48	SUPPLIES
INDUSTRIAL TOWEL	\$55.12	TOWELS
JACKS TRUCK & EQUIP	\$270.24	PARTS
JOHN DEERE FINANCIAL-SHIPTONS	\$123.93	SUPPLIES
KB COMMERCIAL PRODUCTS	\$540.62	SUPPLIES
KILPATRICK CREATIONS	\$135.00	HEADWEAR
KNECHT HOME CENTER	\$35.19	SUPPLIES
MASTERCARD	\$2,256.21	SEPTEMBER
MCMURRY READY MIX	\$49,644.06	REHAB RW
MIKES ELECTRIC	\$124.65	ELECTRICAL
MONTANA DAKOTA UTILITIES	\$3,089.85	UTILITIES
NAPA AUTO PARTS	\$623.75	PARTS
NORCO	\$284.97	SUPPLIES
NORTH PARK TRANSPORTATION	\$130.32	FREIGHT
POSTMASTER	\$125.60	POSTAGE
POWDER RIVER POWER	\$321.52	PARTS
PTOLEMY	\$699.00	IT SVC
RADIO TIME BILLING	\$212.00	ADVERTISING
ROSENBAUER	\$568,900.80	ARFF VEHICLE
SHERIDAN ACE HARDWARE	\$7.72	GLUE
SHERIDAN CNTY AIRPORT PETTY CASH	\$19.75	POSTAGE
SHERIDAN ELECTRONICS	\$41.56	SUPPLIES
SHERIDAN TENT & AWNING	\$187.20	FLAGS
SHERIDAN PRESS	\$200.25	ADVERTISING
SHERWIN WILLIAMS	\$5,133.50	PAINT, SUPPLIES
SIGN PRODUCTS	\$273.79	REPAIR
SOURCE OFFICE PRODUCTS	\$113.12	SUPPLIES
TINA JO SMITH	\$49.50	MILEAGE
TW ENTERPRISES	\$156.12	PARTS
VISTA WEST	\$38,301.34	ENGINEERING
WALMART	\$141.37	SUPPLIES
<b>TOTAL AIRPORT WARRANTS</b>	<b>\$722,297.51</b>	

**AGENDA**

Commissioner Maier made a motion to approve the agenda as published, Commissioner Rolston seconded, all Commissioners voted in favor, and the motion passed.

**ANNOUNCEMENTS**

Chairman Ringley recognized the following employees for their years of service to Sheridan County: Mike Feaster, 10 years, Road and Bridge; Andrea Garrett, 5 years, Public Works/Planning; Jesse Hattervig, 5 years, Sheriff's Office; Christopher LaRosa, 5 years, Attorney's Office; and Janet Weaver, 5 years, Detention Center. Each employee received a certificate of appreciation and \$20 in Chamber Bucks. Chairman Ringley also announced Free Landfill Days of October 22-23 and October 29-30.

**PUBLIC COMMENTS**

There were no public comments voiced for matters not on the agenda.

## **SCA LEASE CLOUD PEAK AVIATION**

Commissioner Maier moved to approve and authorize the Chairman to sign a Lease Agreement with Cloud Peak Aviation, LLC for two lots in Sheridan County Airport Business Park. The term of the lease is 40 years with a "first right of refusal" option at the end of the term. The rental rate \$5,820 per year and will increase or decrease every five years depending upon the cost of living index. Commissioner Nickel seconded the motion, all Commissioners voted in favor, and the motion passed.

## **HISTORIC COURTHOUSE SECURITY UPGRADES**

Renee' Obermueller, Administrative Director, addressed the Commission and detailed the proposed security upgrade project. Commissioner Nickel made a motion to award and authorize the Chairman to sign Contract Documents for a Contract with O'Dell Construction, Inc. in the amount of \$57,200 for Historic Courthouse Security Upgrades. Substantial completion shall be no later than 90 days from the date of Notice to Proceed. Commissioner Maier seconded the motion and following a unanimous vote, it passed.

## **Q-11-003: Fletcher Trust Rapid Creek Quarry**

Chairman Ringley opened a public hearing at 9:10 a.m., Robin DeBolt, Land Development Coordinator, presented her staff report regarding the proposed quarry permit. There were no comments from the public or the permit applicant and Chairman Ringley closed the hearing at 9:15 a.m. Commissioner Rolston moved to approve the requested waiver for Item Q-11-003: Fletcher Trust Rapid Creek Quarry to permit quarry operations within ½ mile of the 4 existing residences during the lifetime of the quarry permit. Commissioner Maier seconded, all Commissioners voted in favor, and the motion passed. Commissioner Rolston moved to approve Item Q-11-003: Fletcher Trust Rapid Creek Quarry, permitting a 30-acre quarry site, with the following eight conditions:

1. Dust control on haul roads, county roads, stockpiles and work areas, as needed, as required in accordance with requirements of the County Engineer specified in the quarry requirements of the Rules and Regulations Governing Zoning In Sheridan County.
2. The Applicant shall cost share in road maintenance of Rapid Creek Road (CR#85) which includes one application of dust suppressant chemical applied by County personnel. The Applicant's cost share amount is \$2,200.00 per year which will be invoiced to the property owner the first of each year the permit is active in addition to 2011.
3. The Applicant shall cooperate with the County Engineer on any matters dealing with the structural integrity and safety issues that arise from the Applicant's hauling operation on county roads.
4. The permit shall be effective for **10 years**, beginning from the day of approval by the BOCC.
5. Hours of operation are Monday-Friday 7:30 a.m. to 5:00 p.m., Saturday 7:30 to noon and no hours of operation on Sunday.
6. The Applicant shall provide to the County Engineer any permits or renewed permits as required by the State throughout the life of the quarry, as well as changes that may take place to the operation of the quarry due to changes in regulations or permissions from the State of Wyoming. This includes documentation that a mining permit has been approved and documentation that the site has been reclaimed to the satisfaction of the DEQ.
7. No site signage shall be permitted other than required permit signage by DEQ.
8. Should the owner sell the property; the new owner(s) shall contact the Sheridan County Public Works office as to the change in ownership and to receive a copy of the conditions of the quarry permit.

Commissioner Cram seconded the motion, and the Board voted unanimously in favor. Chairman Ringley advised that Findings of Fact Conclusions of Law shall be prepared and mailed to the applicant supporting the Board's decision.

## **FAIGROUNDS DRAINAGE IMPROVEMENT AGREEMENT**

Following a staff report from Rod Liesinger, Public Works Director, Commissioner Cram moved to approve and authorize the Chairman to sign an Agreement with EnTech, Inc. for the Sheridan County Fairgrounds Arena Drainage Improvements, in an amount not to exceed \$18,500. Commissioner Rolston seconded the motion, all voted in favor, and the motion passed.

**RESOLUTION 11-09-027 AMEND LAND USE FEES**

**RESOLUTION 11-09-027**

**SHERIDAN COUNTY LAND USE FEE SCHEDULE**

WHEREAS, pursuant to W.S. 18-5-301 et seq., the Board of County Commissioners is granted the responsibility and authority to regulate and control the division of land within the unincorporated areas of Sheridan County; and

WHEREAS, pursuant to W.S. 18-5-201 et seq., the Board of County Commissioners is granted the responsibility and authority to regulate and restrict the location and use of buildings and structures, and the use, condition of use, or occupancy of lands, for purposes authorized by W.S. 18-5-201, within the unincorporated areas of Sheridan County; and

WHEREAS, pursuant to W.S. 35-11-301, the Board of County Commissioners has been delegated the authority to regulate septic systems within Sheridan County; and

WHEREAS, pursuant to W.S. 24-1-104, all county roads are under the supervision, management and control of the Board of County Commissioners; and

WHEREAS, Sheridan County has adopted the following: Rules and Regulations Governing Division of Land in Sheridan County; Planned Unit Development Resolution, Sheridan County; Sheridan County Zoning Resolution; Sheridan County Mobilehome Park Resolution; Sheridan County Building Standards Resolution; Small Wastewater Systems Resolution; and Flood Hazard Resolution.

WHEREAS, on May 3, 2011 the Board adopted Resolution 11-04-012 rescinding the previous fee schedule that covers each of the aforementioned Rules and Regulations, and adopting the current fee schedule; and

WHEREAS, the Board of County Commissioners have further considered the current fee schedule and desire to revise amounts charged for Inspection Fees associated with Building Permits only.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners hereby rescinds the Sheridan County Land Use Fee Schedule adopted May 3, 2011.

BE IT FURTHER RESOLVED that the Board of County Commissioners hereby adopts the Sheridan County Land Use Fee Schedule, attached hereto as Exhibit A.

BE IT FURTHER RESOLVED that this resolution shall remain in full force and effect unless amended or rescinded.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

BOARD OF COUNTY COMMISSIONERS

Sheridan County, Wyoming

/s/Tom Ringley, Chairman

Attest:

/s/Eda Schunk Thompson, County Clerk

**EXHIBIT A**

**Sheridan County Land Use Fee Schedule**

Application fees are based upon the estimated cost of processing the application (Staff time, advertising, and overhead). All applications shall be accompanied by the applicable fee(s) as set by the Board of County Commissioners. These fees shall be revised periodically by the Board of County Commissioners.

**Zoning Permit** (Refer to *Rules and Regulations Governing Zoning, Sheridan County, Wyoming*, current version)

	<u>Fee</u>
*Zoning Certificate	\$150.00
Rezoning Base	\$600.00
Rezoning Each Acre >50 Acres	\$ 10.00
Conditional Use Permit	\$475.00
Variance	\$475.00
Quarry Permit	\$375.00

**Subdivision** (Refer to *Rules and Regulations Governing Division of Land in Sheridan County*, current version)

Minor Subdivision Base	\$550.00
Plus Minor Subdivision Each Lot	\$ 50.00

Preliminary Plat	\$400.00
Major Subdivision Permit Base	\$550.00
Plus Subdivision Permit Each Lot	\$ 50.00
Parcel Division	\$450.00
Replat	\$450.00
Replat Each Lot	\$50.00
Corrected Plat	\$100.00
Vacation Of Plat Or Portion Thereof	\$100.00

**Planned Unit Development**

(Refer to *Rules and Regulations Governing Planned Unit Development, Sheridan County, Wyoming*, current version)

Schematic	\$700.00
Final	\$700.00

**Mobile Home Parks**

(Refer to *Rules and Regulations Governing Mobile Home Parks, Sheridan County, Wyoming*, current version)

Mobile Home Park Permit	\$ 50.00
Fire District Fee	\$100.00
Annual Renewal Base	\$125.00
Plus Annual Renewal Each Unit	\$ 10.00
Transfer of Ownership	\$125.00

**\*Building Permit** (Refer to *Building Standards, Sheridan County, Wyoming*, current version)

Valuation

\$5,000 - \$25,000	\$76 for the first \$2000 plus \$15.50 for each additional \$1000 or fraction thereof, to and including \$25,000
\$25,001 - \$50,000	\$431 for the first \$25,000 plus \$11 for each additional \$1000 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000	\$698 for the first \$50,000 plus \$7.75 for each additional \$1000 or fraction thereof, to and including \$100,000
\$100,001 - \$500,000	\$1093 for the first \$100,000 plus \$6.00 for each additional \$1000 or fraction thereof, to and including \$500,000
\$500,001 - \$1,000,000	\$3557 for the first \$500,000 plus \$5.25 for each additional \$1000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$6169.50 for the first \$1,000,000 plus \$4.00 for each additional \$1000 or fraction thereof

\*Fees are due prior to issuance of a building permit; plan review fee is set at 47% of the building permit fee.



**\*Driveway/Approach Permit** (Refer to *Rules and Regulations For Construction of Access and Utility Accommodations within Sheridan County Right-Of-Way, Sheridan County, Wyoming, current version*)

\$ 50.00

**\*Right of Access into Public Right-of-Way**

(Refer to *Rules and Regulations For Construction of Access and Utility Accommodations within Sheridan County Right-Of-Way, Sheridan County, Wyoming, current version*)

- A. Open Trench Installation/Repair \$600.00 plus \$6.00 per foot  
Perpendicular to roadway centerline
- B. Open Trench Installation/Repair \$600.00 plus \$2.40 per foot  
Parallel to roadway centerline
- C. Plowed \$600.00 plus \$.25 per foot
- D. Overhead \$600.00 plus \$.25 per foot  
With poles or structures in County ROW
- E. Overhead \$150.00 plus \$.25 per foot  
Without poles or structures in County ROW
- F. Bored \$150.00 plus \$.25 per foot

**\*Flood Plain Permit** (Refer to *Flood Hazard Standards, Sheridan County, Wyoming, current version*)

\$100.00

**\*Septic System Permit** (Refer to *Rules and Regulations Governing Waste Water Facilities, current version*)

\$250.00

\*Inspection Fee Applies

Inspection Fees

Commencing activity prior to permit:

Building Permits	Calculated Fee plus 33%
All other Permits	DOUBLE the application fee

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Public Works Director, Rod Liesinger, presented his staff report and explained the need to amend inspection fees for the Public Works Department. These inspection fees are assessed when projects have commenced prior to obtaining a County permit. Commissioner Nickel moved to approve and authorize the Chairman to sign Resolution 11-09-027, Land Use Fee Schedule, amending the inspection fee for building permits from double the application fee to 33% of the application fee. Commissioner Maier seconded and the motion passed with all Commissioners voting in favor.

**DFS and JJPB AMENDMENT**

Renee' Obermueller, Administrative Director, explained an Amendment from the State mistakenly listed Sheridan County as a Contractor in an agreement between DFS and the Juvenile Justice Joint Powers Board. Therefore, Commissioner Rolston made a motion to approve and authorize the Chairman to sign Amendment Number One with the State of Wyoming, Department of Family Services to increase funding by \$9,419.00 and add additional duties to the Contractor's responsibilities for the Juvenile Justice Joint Powers Board, contingent upon the State correcting the parties named in the Amendment. It was pointed out that there would still be a budgetary shortfall due to an unexpected decrease in the City's contribution. Commissioner Nickel seconded the motion and all Commissioners voted in favor. The motion passed.

**RESOLUTION 11-09-026 ANNUAL STATEMENT**

**RESOLUTION 11-09-026  
FY 2010-11 ANNUAL STATEMENT  
SHERIDAN COUNTY, WYOMING**

WHEREAS, pursuant to Wyoming Statute 18-3-515, the Board of County Commissioners at their regular July meeting shall request a statement of the receipts and expenditures of the County for the preceding twelve months; and

WHEREAS, the Board of County Commissioners did request the statement of receipts and expenditures of the County for the preceding twelve months at their July 19, 2011 regular meeting; and

WHEREAS, the budget officer has prepared the annual statement for the fiscal year ending June 30, 2011.

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.

<b>RECEIPTS</b>	<b><u>7/01/2010 - 06/30/2011</u></b>	<b><u>Budget</u></b>
Federal Revenues		
PILT	\$902,010	\$825,000
Forest Reserve	\$161,755	\$145,000
Sub-total : Federal Revenues	\$1,063,765	\$970,000
State Shared Revenues		
Sales Tax (State Municipalities Tax)	\$2,511,579	\$2,500,000
5% Sales Tax Use Tax	\$54,920	\$45,000
Severance Tax	\$303,412	\$300,000
"Over the Cap" Severance Tax	\$677,725	\$675,000
Other	\$30,869	\$22,500
Gas Tax Special (Fuel Tax-Diesel)	\$339,748	\$265,000
Gasoline Tax	\$201,932	\$175,000
Industrial Impact Assistance	\$8,759	\$0
ST of WY Food Tax Relief	\$49,053	\$0
Sub-total : State Shared Revenues	\$4,177,997	\$3,982,500
Locally Generated Revenues		
Property Taxes Current	\$6,619,058	\$6,887,000
Motor Vehicle Fees (County Auto)	\$964,800	\$900,000
Pro-Rate County Auto Carriers	\$19,800	\$15,000
Sub-total : Locally Generated Revenues	\$7,603,658	\$7,802,000
Gross Departmental Revenues (Fees)		
Licenses/Permits	\$218,629	\$136,100
Rents\Royalties\Fines	\$81,340	\$58,400
WY Star Interest General County	\$8,037	\$0

Interest-General Co Checking	\$124,863	\$150,000
General Delinquent Tax Int\Penalty	\$65,731	\$10,000
Charges for Services	\$1,398,685	\$1,394,800
Sale of Assets	\$16,064	\$500
Sub-total : Gross Departmental	<hr/> \$1,913,349	<hr/> \$1,749,800
Revenues (Fees)		
Reimbursement from Cap Tax	\$277,884	\$150,000
All Others	\$399,063	\$405,000
Sub-total : Fees	<hr/> \$676,946	<hr/> \$555,000
Special Funds		
Capital Facilities Tax	\$1,586,124	\$1,500,000
Capital Facilities Tax Interest	\$16,798	\$25,000
CFT Contra Road	\$137,233	\$0
SCRF	\$403,921	\$375,000
One Cent Optional	\$1,873,246	\$1,920,000
E911	\$301,634	\$282,500
WIC	\$14,677	\$46,211
Fire District Interest	\$397	
Grants	\$4,245,475	\$5,426,204
Sub-total : Special Funds	<hr/> \$8,579,505	<hr/> \$9,574,915
<b>Total: RECEIPTS</b>	\$24,015,220	\$24,634,215

<b>EXPENSES</b>	<b><u>07/01/2010 - 06/30/2011</u></b>	<b><u>Budget</u></b>
COMMISSIONERS	\$401,137	\$402,312
COUNTY CLERK	\$493,645	\$493,719
ELECTIONS	\$167,634	\$172,819
TREASURER	\$372,472	\$388,806
ASSESSOR	\$596,576	\$603,118
SHERIFF	\$2,027,033	\$2,088,193
DETENTION/JAIL	\$2,332,465	\$2,519,091
ATTORNEY	\$1,293,484	\$1,295,364
CIRCUIT COURT	\$3,650	\$4,000
PUBLIC WORKS	\$1,027,924	\$1,085,934

CORONER	\$64,093	\$65,365
EXTENSION	\$134,597	\$153,175
CLERK OF DISTRICT	\$397,154	\$463,140
EMERGENCY MGMT	\$49,809	\$49,835
BUILDING & MAINTENANCE	\$377,340	\$387,319
ROAD & BRIDGE	\$1,082,398	\$1,230,720
IT	\$358,459	\$435,767
COMMUNITY HEALTH	\$499,316	\$509,756
ADMINISTRATION	\$307,638	\$314,043
FIXED COSTS	\$2,361,896	\$2,599,326
CAPITAL FUNDING	\$2,477,406	\$2,680,500
SPECIAL FUNDS		
ONE CENT OPTIONAL	\$1,931,840	\$1,932,000
E-911	\$295,600	\$295,650
WIC	\$11,873	\$46,211
CAP TAX ROADS	\$5,966,095	\$6,707,719
SCRIF (COUNTY ROAD FUND)	\$167,950	\$661,567
GRANTS	\$1,839,372	\$2,086,964
<b>Total : EXPENSES</b>	<b>\$27,038,854</b>	<b>\$29,672,410</b>

APPROVED this 4th day of October, 2011.  
BOARD OF COUNTY COMMISSIONERS  
Sheridan County, Wyoming  
/s/Tom Ringley, Chairman

Attest:  
/s/Eda S. Thompson, County Clerk

Following a staff report from Renee' Obermueller, Administrative Director, Commissioner Maier moved to approve and authorize the Chairman to sign Resolution 11-09-026, Fiscal Year 2010-11 Annual Statement, detailing receipts and expenditures of Sheridan County from July 1, 2010 to June 30, 2011. The motion was seconded by Commissioner Nickel and it passed with a unanimous vote.

**SHERIFF'S OFFICE REROOF**

Administrative Director, Renee' Obermueller, presented her staff report detailing the single bid received for roof work at the Sheriff's Office. Ms. Obermueller also commented on the permit fee charged by the City because it's higher than permits for similar projects. Discussion followed regarding the City charging the County fees when the County has chosen to waive similar fees to the City in the past. Commissioner Rolston then moved to award and authorize the Chairman to sign Contract Documents for a Contract with Lowe Roofing, Inc, in the amount of \$109,900 for the Sheriff's Office Reroof Project. Commissioner Maier seconded, all voted in favor, and the motion passed.

**RESOLUTION 11-09-028 CLERK'S OFFICE FEES**

**RESOLUTION 11-09-028**

**iDOC FEE STRUCTURE FOR SHERIDAN COUNTY, WYOMING**

**WHEREAS**, the Sheridan County Clerk and Recorder is a depository of public records and provides services to make those records available to the public; and

**WHEREAS**, the public records held and maintained by the Sheridan County Clerk and Recorder are in various formats including but not limited to paper, electronic database, film, photostat, sound recording, map drawings and other documents of varying physical forms and characteristics; and

**WHEREAS**, public records not privileged or confidential by law are open to inspection by any person in accordance with law and within the parameters of Wyoming Statute 16-4-202; and

**WHEREAS**, Wyoming Statute 16-4-204 provides for the inspection and duplication of records and allows counties to set reasonable fees for copies, maintenance, and access to electronic versions of records maintained by the Sheridan County Clerk and Recorder.

**NOW THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Sheridan County, Wyoming that the following fees are hereby implemented:

<i>Access Type</i>	<i>Monthly Fee</i>	<i>Annual Fee</i>
View & Print ONLY	\$25	\$275 (includes one free month)
Full Access (.pdf, .tiff)	\$150	\$1,650 (includes one free month)

**BE IT FURTHER RESOLVED** by the Board of County Commissioners that these fees may be waived on a case-by-case basis for local state and federal government agencies and the State of Wyoming if the custodian or official custodian deems it appropriate in the discharge of his/her duties.

APPROVED AND ADOPTED the \_\_\_\_ day of October, 2011.

BOARD OF COUNTY COMMISSIONERS

ATTEST

SHERIDAN COUNTY, WYOMING

/s/ Tom Ringley, Chairman

/s/ Eda. S. Thompson, County Clerk

Eda Schunk Thompson, County Clerk, presented her staff report to the Board and explained the upgraded capabilities in the Clerk's Office offering access to public records. She also explained the method for determining the fee structure for these services. Commissioner Rolston moved to approve and authorize the Chairman to sign Resolution 11-09-028, iDOC Fee Structure for Sheridan County, Wyoming establishing fees for copying of public records and for allowing access to electronic versions of records maintained by the Sheridan County Clerk and Recorder. Commissioner Maier seconded the motion and it passed with a unanimous vote.

**TONGUE CANYON ROAD CONTRACT**

Following a staff report from County Engineer, Ken Muller, Commissioner Nickel moved to award and authorize the Chairman to sign Contract Documents for a Contract with DRM, Inc. of Gillette, WY, in the amount of \$181,743.00 for the project Erosion Repair for County Road #92 (a.k.a. Tongue Canyon Road). This contract work has qualified for FEMA reimbursement, and the County should receive reimbursement of 75% at the Federal level and partial reimbursement from the State for FEMA non-federal cost share assistance. Commissioner Rolston seconded, all voted in favor, and the motion passed.

**DISTRICT COURT HEARING ROOM DESIGN**

Following a staff report from Renee' Obermueller, Administrative Director, Commissioner Nickel made a motion to approve and authorize the Chairman to sign an Agreement between Sheridan County and TSP, Inc. for design, bidding assistance, and construction administration for Construction of a Hearing Room for District Court in the amount of \$35,000. Commissioner Maier seconded the motion and it passed with a unanimous vote.

**5<sup>th</sup> STREET CORRIDOR CONTRACT**

The Board heard a staff report from Mark Reid, County Planner, regarding the proposed service agreement. Following his report, Commissioner Maier moved to approve and authorize the Chairman to sign a professional service agreement with AECOM in the amount of \$60,000 for the 5<sup>th</sup> Street Corridor plan. Funding for this plan is as follows: WYDOT – 80%, City of Sheridan 10%, and Sheridan County 10%. The motion was seconded by Commissioner Nickel, all voted in favor, and the motion passed.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 9:50 a.m.

**BOARD OF COUNTY COMMISSIONERS**

Sheridan County, Wyoming  
/s/Tom Ringley, Chairman

Attest:  
/s/Eda S. Thompson, County Clerk