

MINUTES OF THE BOARD OF SHERIDAN COUNTY COMMISSIONERS

The Board met in regular session at 9:00 a.m., July 17, 2012 in the Commission Boardroom, Sheridan County Courthouse, Sheridan, Wyoming. Chairman Mike Nickel called the meeting to order and led everyone in the Pledge of Allegiance. Members present were Commissioners Steve Maier, Mike Nickel, Tom Ringley, and Bob Rolston. Commissioner Terry Cram was out of town.

CONSENT AGENDA

Commissioner Maier made a motion to approve the (9) consent agenda items as published and authorize the Chairman to sign documents as required. Commissioner Rolston seconded the motion, all Commissioners voted in favor, and the motion passed. Following are the consent items:

- a. Draft Minutes from Special Session, June 28, 2012;
- b. Minutes from Regular Session July 3, 2012;
- c. Affirm Findings of Fact Conclusions of Law for CU-12-006: Garber Construction Facility & Yard CUP;
- d. Affirm Change Order #1 with NST Construction LLC for the Sheridan County Fairgrounds Arena Drainage Improvements Project for a decrease of \$2,402.52 adjusting the total contract price to \$75,629.43;
- e. Partial Release of Mortgage from Sheridan County to Woodland Park LLC for Lot 3, Block 3, Woodland Park Subdivision – Phase One.
- f. Renewal of Bond for Linda W. Thompson, Trustee Treasurer, Sheridan County Public Library System, July 1, 2012 – July 1, 2013;
- g. Renewal of Bond for Linda Lou Lofgren, Clerk, Town of Dayton, August 1, 2012 – August 1, 2013;
- h. Renewal of Bond for Vicki L. Cotton, Treasurer, Town of Dayton, July 1, 2012 – July 1, 2013.
- i. Affirm Administrative Service Agreement (Schedules A, B, C, D, E, K, L, P) with EBMS for employee benefit plan, effective July 1, 2012.

AGENDA

Commissioner Rolston moved to approve the agenda as published, Commissioner Ringley seconded the motion, and it passed following a unanimous vote.

ANNOUNCEMENTS

Chairman Nickel thanked Sheridan county residents for observing fire restrictions especially in regards to fireworks over the 4th of July. Mr. Nickel also expressed appreciation to residents for respectfully utilizing the Kleenburn Recreation Area.

PUBLIC COMMENTS

There were no public comments made.

CU-12-007: CATHEY SAWMILL CUP

Chairman Nickel opened a public hearing at 9:03 a.m. and received a staff report from Mark Reid, County Planner. James Leno and Luke Harris, spoke in opposition to the proposed sawmill, Mr. Cathey, applicant, addressed the board and answered questions. Chairman Nickel closed the public hearing at 9:34 a.m. and Commissioner Rolston moved to approve Item CU-12-007: Cathey Sawmill CUP with the conditions as stated in the staff report. Commissioner Maier seconded the motion, all voted in opposition and the motion failed. Mr. Nickel stated the Board will issue Findings of Fact Conclusions of Law Supporting their decision.

AIRPORT EXECUTIVE HANGARS PHASE 1

Following a staff report from John Stopka, Airport Manager, Commissioner Rolston moved to approve and authorize the Chairman to sign the Record of Survey for Lease Areas, Sheridan County Airport Executive Hangars – Phase 1. Commissioner Maier seconded the motion and with all voting in favor, it passed unanimously.

RESOLUTION 12-07-023 2012-13 BUDGET

Chairman Nickel opened a public hearing at 9:45 a.m. and heard comments from Eda Schunk Thompson, County Clerk and Renee' Obermueller, Administrative Director. There were no comments from the public. The board discussed the budget process and mentioned the difficulty involved this year due to reductions in funding. They also thanked department heads and elected officials for their role in the process. Mr. Nickel closed the hearing at 9:50 a.m. Commissioner Ringley moved to approve the Airport's FY 2012-2013 budget as proposed. Commissioner Maier seconded the motion and it passed with all voting in favor. Commissioner Rolston moved to affirm the Chairman's execution of the presented Budget Message. It was seconded by Commissioner Maier, and the motion passed unanimously. Commissioner Maier moved to approve and authorize the Chairman to sign Resolution 12-07-023, adopting the Fiscal Year 2012-2013 budget

with appropriations allocated in the specified amounts. The motion passed with the board voting in favor following a second from Commissioner Rolston. Chairman Nickel then stated that pursuant to W.S. 18-3-515, the Board requests the budget officer to prepare a statement of receipts and expenditures of the county for the 2011-2012 fiscal year, upon the reconciliation of all accounts by the County Treasurer and County Clerk, not later than September 30, 2012.

RESOLUTION 12-07-023

SHERIDAN COUNTY BUDGET APPROPRIATION FY 2012-13

WHEREAS, on the first Tuesday of May, 2012, the Budget Officer submitted to the Board a County Budget for the 2012-13 fiscal year ending June 30, 2013, being that requested by county departments; and WHEREAS, such budget was duly entered at large upon the records of this Board and a copy thereof was made available for public inspection at the offices of the County Clerk and County Commission; and WHEREAS, notice of a public hearing on the proposed budget was published in The Sheridan Press, a legal newspaper of general circulation in the County, on July 9, 2012; and WHEREAS, a public hearing was held on the proposed budget at the time and place specified in said notice, being July 16, 2012, at which time all interested parties were given an opportunity to be heard. NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners that the presented proposed Sheridan County Budget is hereby approved on July 17, 2012, being adopted as the official County Budget for the fiscal year ending June 30, 2013. BE IT FURTHER RESOLVED, that the following appropriations are made for the 2012-13 budget fiscal year ending June 30, 2013, and that the expenditures of each officer, department or spending agency are limited to the amount herein appropriated.

SHERIDAN COUNTY BUDGET FY 2012-13

	CASH	PROJECTED	PROJECTED	CASH
	CARRY FORWARD	REVENUES	EXPENDITURES	CARRY OVER
				June 2013
GENERAL FUND CASH				
CASH CARRY JUNE 30, 2012	\$2,126,877.00			
GENERAL FUND REVENUES				
FEDERAL		\$942,500.00		
STATE SHARED		\$3,952,500.00		
LOCALLY GENERATED		\$6,917,000.00		
LICENSES/PERMITS		\$218,200.00		
RENTS/INTEREST/FINES		\$133,900.00		
CHARGES FOR SERVICES		\$1,290,100.00		
MISCELLANEOUS		\$392,500.00		
GENERAL FUND EXPENSES				
COUNTY COMMISSIONERS			(\$411,759.00)	
COUNTY CLERK			(\$513,028.00)	
ELECTIONS			(\$189,656.00)	
ADMINISTRATION			(\$317,711.00)	
TREASURER			(\$398,904.00)	
ASSESSOR			(\$623,883.00)	
SHERIFF			(\$2,188,450.00)	
DETENTION			(\$2,581,703.00)	
ATTORNEY			(\$1,378,456.00)	
CIRCUIT COURT			(\$4,000.00)	
PUB WORKS			(\$988,015.00)	
ROAD & BRIDGE			(\$1,170,046.00)	
CORONER			(\$72,120.00)	
EXTENSION			(\$149,672.00)	
CLERK OF DISTRICT COURT			(\$470,917.00)	
EMERGENCY MANAGEMENT			(\$51,609.00)	
BUILDING AND MAINTENANCE			(\$365,780.00)	
INFORMATION TECHNOLOGY			(\$566,735.00)	
COMMUNITY HEALTH			(\$534,708.00)	
GENERAL/FIXED COSTS			(\$2,606,425.00)	
CAPITAL FUNDING			(\$390,000.00)	
SUBTOTAL	\$2,126,877.00	\$13,846,700.00	(\$15,973,577.00)	\$0.00
	CASH	PROJECTED	PROJECTED	CASH
	CARRY FORWARD	REVENUES	EXPENDITURES	CARRY OVER
				June 2013

SPECIAL FUNDS/DEPARTMENTS

1 CENT OPTIONAL		\$1,830,000.00	(\$1,830,000.00)	
WIC		\$30,950.00	(\$30,950.00)	
E911	\$422,183.00	\$279,000.00	(\$336,680.00)	\$364,503.00
CAP TAX ROADS	\$480,000.00	\$1,600,000.00	(\$3,553,696.00)	\$819,304.00
SCRF	\$1,070,279.00	\$385,000.00	(\$2,000.00)	\$383,278.00
CAPITAL ROAD GRANTS		\$1,386,816.00		
PASS THROUGH GRANTS		\$259,969.00	(\$259,969.00)	
SHERIDAN COUNTY GRANTS		\$110,507.00	(\$108,839.00)	
SUBTOTAL	\$1,972,462.00	\$5,882,242.00	(\$6,122,134.00)	\$1,567,085.00
TOTAL	\$4,099,339.00	\$19,728,942.00	(\$22,095,711.00)	\$1,567,085.00

GENERAL FUND RESERVES \$6,848,750.00

SPECIAL EQUITY/RESERVES \$1,133,914.00

APPROVED AND ADOPTED this 17th day of July, 2012.

BOARD OF COUNTY COMMISSIONERS

Sheridan County, Wyoming

/s/Mike Nickel, Chairman

Attest:

/s/Eda Schunk Thompson, County Clerk

RESOLUTION 12-07-024 BUDGET AMEND #2

Following a staff report from Ms. Obermueller, Commissioner Rolston moved to I move to approve and authorize the Chairman to sign resolution #12-07-024, Fiscal Year 2011-12 budget amendments by department as specified. Commissioner Maier seconded the motion and it passed with all members voting in favor.

RESOLUTION 12-07-024

TRANSFER OF UNENCUMBERED/UNEXPENDED DEPARTMENTAL BUDGET BALANCES FISCAL YEAR 2011-12

WHEREAS, the County Clerk’s Office, Public Works Department, Clerk of District Court Office, Capital Projects Department, and E-911 Department have expenditure totals in excess of their respective budgets for Fiscal Year 2011-12 and

WHEREAS, the expenditures, over budget, amount to \$9,302.03 for the County Clerk’s Office due to medical insurance benefit expenses and

WHEREAS, the expenditures, over budget, amount to \$16,147.02 for the Public Works Department salary and benefit expenses and

WHEREAS, the expenditures, over budget, amount to \$62,795.61 for the County Clerk of District Court Office due to jury labor and Public Defender expenses and

WHEREAS, the expenditures, over budget amount to \$559,256.06 for the Capital Projects Department due to renovation expenses on the Sheriff’s Office, Airport, Historic Courthouse, Fairgrounds, and District Court Hearing Room and expenses for the Pedestrian & Traffic Circulation Plan, East 5th Street Corridor Study, Free Clinic Recon Report, Economic Development and

WHEREAS, the expenditures, over budget, amount to \$564.59 for the E-911 Department for dispatch labor and maintenance contract expenses and

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners for Sheridan County, Wyoming:

That \$9,302.03 from the unencumbered/unexpended appropriation balances in the County Elections Budget #1000.021.50850.0100.000 be transferred to the County Clerk Budget to cover the budget shortfall identified above and #1000.020.50850.0100.000 \$9302.03 Transfer of Funds

That \$16,147.02 from the unencumbered/unexpended appropriation balances in the Detention Center Budget # 1000.051.50850.0200.000 be transferred to the Public Works Budget to cover the budget shortfall identified above and #1000.080.50850.0100.000 \$16,147.02 Transfer of Funds

That \$62,795.61 from the unencumbered/unexpended appropriation balances in the County Attorney Budget # 1000.060.50850.0200.000 be transferred to the Clerk of District Court Budget shortfall identified above and #1000.110.50850.0200.000 \$62,795.61 Transfer of Funds

That \$230,000.00 from the unencumbered/unexpended appropriation balances in the County Attorney Budget # 1000.060.50850.0100.000 and \$185,000.00 from the Detention Center Budget #1000.051.50850.0200.000 and \$144,256.06 from the Fixed Cost Budget #1000.210.50850.0200.00 be transferred to the Capital Projects Budget to cover the budget shortfall identified above and

#1000.223.50850.0100.000 \$559,256.06 Transfer of Funds

That \$564.59 be added to the E-911 budget to cover the budget shortfall identified above and

#1000.638.50139.0200.000 \$564.59 Dispatch Contract Labor

Approved and adopted this 17th day of July, 2012.

Board of County Commissioners

Minutes of July 17, 2012

Page 3 of 5

BOARD OF COUNTY COMMISSIONERS

Sheridan County, Wyoming
/s/Mike Nickel, Chairman

Attest:
/s/Eda Schunk Thompson, County Clerk

RESOLUTION 12-07-025 WHISD SPEED LIMIT

Following a staff report from Ken Muller, County Engineer, Commissioner Maier moved to approve and authorize the Chairman to sign resolution #12-07-025 Declaration of Speed Limit for the Woodland Hills Improvement and Service District to amend the speed limit from 25 miles per hour to 20 miles per hour on subdivision roads as specified. Commissioner Ringley seconded, and the motion passed with the board voting in favor.

RESOLUTION 12-07-025

DECLARATION OF SPEED LIMIT

Woodland Hills Improvement and Service District ("WHISD")

WHEREAS, W.S. 34-12-104 provides that streets and ways set out on a properly platted and recorded subdivision map are dedicated for public use;

WHEREAS, these streets and ways are held in trust for the public's benefit by the public authority within whose jurisdiction they are located;

WHEREAS, W.S. 31-5-303 authorizes the Board of County Commissioners, in compliance with rules promulgated by the department, to determine the proper maximum speed for all streets and highways within their corporate jurisdiction;

WHEREAS, pursuant to Chapter 30, Procedures for Locally Establishing Speed Limits ("Chapter 30 Procedures"), adopted by the Wyoming Department of Transportation, Professional Engineer, Jeff B. Fuller examined the reasonableness and safety of the speed limits on the following road(s): Kyle Drive; High View Road; Dee Drive; Burr Drive; Bradley Drive; H&S Drive; and Trish Drive

WHEREAS, pursuant to Chapter 30 Procedures, a Declaration of Speed Limit on Paved Roads (dated July 1, 2012) was presented to the Board of County Commissioners where in Professional Engineer, Jeff B. Fuller recommended changing the speed limit to 20miles per hour on the above-listed road(s); and

WHEREAS, the Board of County Commissioners hereby agree with the recommendations contained Declaration of Speed Limit on Paved Roads (dated July 1, 2012).

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners of Sheridan County, Wyoming hereby change the speed limit to 20 miles per hour on the above-listed road(s); and

BE IT FURTHER RESOLVED that regulatory signs shall be installed at the following locations: (2) entrances to Woodland Hills Improvement and Service District on Highview Road and Dee Drive.

APPROVED AND ADOPTED this 17th day of July, 2012.

BOARD OF COUNTY COMMISSIONERS

Sheridan County, Wyoming
/s/Mike Nickel, Chairman

Attest:
/s/Eda Schunk Thompson, County Clerk

ENTECH CONTRACT

Following a staff report from Mr. Muller, Commissioner Ringley moved to approve and authorize the Chairman to sign a professional services contract with EnTech, Inc. to provide consulting engineering services for CN03035, Bridge Replacement over Little Goose Creek in an amount not to exceed \$202,963.00. The motion passed following a seconded from Commissioner Rolston.

HEARING OFFICER SC12-02

Commissioner Ringley moved to appoint Mike Williams as the hearing officer for SC12-02 Meredith Variance Request scheduled for August 8th at 9:00 a.m., seconded by Commissioner Rolston the motion passed with all voting in favor.

HISTORIC COURTHOUSE CHANGE ORDER #2

Following a staff report from Renee' Obermueller, Commissioner Rolston moved to approve and authorize the Chairman to sign Change Order #2 with O'Dell Construction Inc. in the amount of \$600.00 to install (3) additional light fixtures on the Sheridan County Historic Courthouse Interior Upgrades Project. The motion passed unanimously following a second from Commissioner Maier.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 10:03 a.m.

BOARD OF COUNTY COMMISSIONERS
Sheridan County, Wyoming

Attest:

Mike Nickel, Chairman

Eda Schunk Thompson, County Clerk