

**MINUTES OF THE BOARD OF SHERIDAN COUNTY COMMISSIONERS
REGULAR MEETING, TUESDAY, JULY 7, 2020 – 9:00 A.M.
SHERIDAN COUNTY COURTHOUSE ADDITION
SECOND FLOOR –BOARD ROOM #220**

Commissioners Present: Terry Cram, Christi Haswell, Mike Nickel, Tom Ringley Nick Siddle (Chair)

Call to Order - 9:00 a.m.

Pledge of Allegiance

Consider Consent Agenda

Motion by Commissioner Haswell to approve the consent agenda and authorize the Chairman to sign documents as required.

Vote Motion Passed.

Following are the consent items:

- a. Minutes from Staff Meeting, June 15, 2020;
- b. Minutes from Regular Meeting, June 16, 2020;
- c. Minutes from Staff Meeting, June 22, 2020;
- d. Minutes from Staff Meeting, June 29, 2020;
- e. Ratify Administrative Action exception made to Vacation Leave #6;
- f. Ratify Sheridan County License Agreement 2015LA with Range, for bored installation of fiber optic cable, at County Road #84 a.k.a. Wildcat Road; fee \$170 paid;
- g. Ratify Sheridan County License Agreement 2016LA with Range, for bored and plowed installation of fiber optic cable, at County Road #84 a.k.a. Wildcat Road; fee \$1,070 paid;
- h. Ratify Sheridan County License Agreement 2017LA with Range, for plowed installation of fiber optic cable, at County Road #84 a.k.a. Wildcat Road; fee \$1,260 paid;
- i. Ratify Sheridan County License Agreement 2018LA with Range, for plowed installation of fiber optic cable, at County Road #84 a.k.a. Wildcat Road; fee \$1,325 paid;
- j. Ratify Acknowledgement and Agreement Letter with Porter, Muirhead, Cornia & Howard to provide Audit Services for fiscal year 2019-20;
- k. Ratify 24-hour Catering Permit for Melanie Thomas Klier dba Leiter, June 26th & 27th for Leiter Motorcycle Rally;
- l. Ratify 24-hour Catering Permit for Big Horn Equestrian Center, July 5, 2020 for Polo;
- m. Ratify 24-hour Catering Permit for Big Horn Equestrian Center, July 12, 2020 for Polo;
- n. Ratify Transfer Agreement from Wyoming Business Council to Wyoming Energy Authority;
- o. Ratify Amendment One to the Contract between Wyoming Energy Authority, State Energy Program and Sheridan County;
- p. Ratify Amendment One to License Agreement for Parking Spaces between Sheridan County and Cowboy Creamery, Corporation;
- q. Ratify Certificate of Substantial Completion for the Compass Tenant Finish Project between Sheridan County and Contractor, Excalibur Construction, Inc. ;
- r. Ratify Change Order for Compass Tenant Finish Project between Sheridan County and Contractor, Excalibur Construction, Inc.;
- s. General County Warrants, June;
- t. General Airport Warrants, June.

Jun-20

INTERIM MID-MONTH WARRANTS

VENDOR

AFLAC

AMOUNT DESCRIPTION

\$3,202.81 JUNE PREMIUM

ACT INC	\$3,652.32	PHONE SVS
AT&T MOBILITY	\$82.76	PHONE SVS
BANK OF THE WEST	\$3,869.00	RENT
BENEFIT EXPRESS	\$200.00	ACA MANAGER
BIG HORN BASEBALL CLUB	\$15,000.00	1% OPT TAX
CASTLE BRANCH INC	\$39.50	EMPLOYMENT SCREENING
CENTURYLINK	\$8,069.08	PHONE SVS
CHARLES W BASSETT	\$3,192.71	LEASE
CHILD DEVELOPMENT CENTER	\$10,000.00	1% OPT TAX
CHILD SUPPORT ENFORCEMENT	\$958.45	CHILD SUPPORT
CIRCLE S SANITATION	\$95.00	JUNE SVS
CIT-CO FEDERAL CREDIT UNION	\$150.00	MONTHLY PAYROLL TRANSFERS
CITY OF SHERIDAN	\$1,735.42	UTILITIES
CNA SURETY	\$50.00	NOTARY BOND
DELTA DENTAL	\$9,063.20	JULY PREMIUM
EXCALIBUR CONSTRUCTION	\$182,110.46	COMPASS TENANT PHASE II
FLOYD'S TRUCK CENTER-GILLETTE	\$127,501.00	2020 WESTERN STAR
GREAT-WEST TRUST CO LLC	\$5,440.00	WYOMING WORKERS COMP
HUB INT'L MOUNTAIN STATES LTD	\$50.00	NOTARY BOND
ICMA RETIREMENT TRUST	\$930.17	JUNE PREMIUM
LINCOLN NATIONAL	\$1,199.87	JULY PREMIUM
MASTERCARD	\$11,535.71	MAY EXPENSES
MEGAN TORVE	\$1,800.00	FLY SHERIDAN BILLBOARD
MONTANA DAKOTA UTILITIES	\$9,017.28	UTILITIES
NCPERS GROUP LIFE INS	\$496.00	PRUDENTIAL LIFE
PITNEY BOWES - PURCHASE POWER	\$6,969.99	POSTAGE
RANGE TELEPHONE CO-OP INC	\$599.85	PHONE SVS
SECRETARY OF STATE	\$30.00	NOTARY
SHERIDAN AREA WATER SUPPLY	\$478.19	UTILITIES
SHERIDAN CHAMBER OF COMMERCE	\$6,311.50	CHAMBER BUCKS/1% OPT TAX
SHERIDAN CNTY TREAS HEALTH INS	\$161,585.00	HEALTH INS/FLEX PLAN FEE
SHERIDAN CNTY TREAS PAYROLL TAX	\$122,020.33	941
STAPLES ADVANTAGE	\$916.76	OFFICE SUPPLIES
SUSTAINABLE FORESTRY CONSULTING, LLC	\$1,613.09	SERVICES
TOWN OF CLEARMONT	\$42.00	UTILITIES
TRICOUNTY GAS INC	\$234.09	PROPANE
UMR FLEX	\$2,007.95	FLEX PLAN
VERIZON WIRELESS	\$1,202.85	PHONE SVS
WALMART COMMUNITY	\$9.92	SUPPLIES
WATCHGUARD INC	\$126,950.00	ELECTRONICS
WEX INC.	\$4,267.71	FUEL
WYO RETIREMENT SYSTEM	\$96,862.61	JUNE CONTRIBUTION
WYO WORKERS COMPENSATION DIV	\$9,621.46	JUNE PREMIUM
WYOMING GUARDIANS AD LITEM PROGRAM	\$17,071.28	COUNTY MATCH
WYOMING SECRETARY OF STATE	\$30.00	NOTARY
TOTAL MID-MONTH INTERIM WARRANTS PAID	\$958,265.32	
GENERAL COUNTY WARRANTS		
VENDOR	AMOUNT	DESCRIPTION
307 AUTO GLASS	\$440.00	WINDSHIELD
A PLUS PLUMBERS INC	\$440.15	REPAIR
ABC SIGNS AND SPECIALTIES INC	\$38.00	VINYL GRAPHICS
ADBAY	\$10,000.00	ADS
ALPHAGRAPHICS	\$6,809.62	SOCIAL MEDIA POSTING
AMERICAN WELDING & GAS INC.	\$116.22	FACE SHIELDS/CYINDER RENTAL

ANN PERKINS	\$296.78	REIMBURSEMENT
A-PLUS SERVICES LLC	\$9,660.00	WATER TRUCK
ARETE DESIGN GROUP	\$4,732.77	COMPASS-PHASES 2 & 3
BARGREEN ELLINGSON	\$428.41	CLEANING SUPPLIES
BIG BROTHERS BIG SISTERS	\$11,250.00	PREVENTION SVS
BIG HORN WATER WAGON	\$10,905.00	WATER TRUCK
BIGHORN MOUNTAIN RADIO NETWORK	\$1,166.00	AIR SERVICE MARKETING
BOB BARKER COMPANY INC	\$583.13	SUPPLIES
BOBS PEST CONTROL	\$35.00	JUNE SERVICES
BOTTEN LAW OFFICE	\$360.85	LEGAL
BROOKS LAW FIRM LLC	\$321.00	LEGAL
CARQUEST AUTO PARTS	\$27.59	COUPLER
CASH-WA DISTRIBUTING	\$104.39	KITCHEN SUPPLIES
CDW GOVERNMENT INC	\$7,011.80	ELECTRONIC
CED INC	\$33.80	BULBS
CHAPMAN VALDEZ & LANSING	\$1,590.00	LEGAL
CITY LANDFILL	\$27.60	DISPOSAL FEE
CLERK OF DISTRICT COURT-SHERIDAN CNTY	\$286.43	CHECK ORDER
COMPASS CENTER FOR FAMILIES	\$18,560.99	MONTHLY EXPENSE
CORO MEDICAL LLC	\$1,215.96	ZOLL AED PLUS
CORRECTIONAL HEALTHCARE MANAGEMENT INC	\$24,645.65	JULY MEDICAL SVS
CRESCENT ELECTRIC SUPPLY CO.	\$13.17	FLUORESCENT LAMPS
CROWLEY FLECK PLLP	\$1,809.97	LEGAL
CUSHING TERELL	\$4,975.00	COURTHOUSE & JAIL REHABILITATION
DOWNTOWN SHERIDAN ASSN	\$360.00	BANNER
DUSTBUSTERS, INC.	\$78,447.69	DUSTGARD
EAST RIDGE TOWING	\$75.00	TOWING
ENGINEERING ASSOCIATES	\$9,924.50	UPPER ROAD IMPROVEMENTS
FARMERS CO-OP OIL COMPANY	\$865.00	OIL
FASTENAL	\$218.72	SUPPLIES
FEASTER, MICHAEL J	\$200.00	REIMBURSEMENT
FLACK, MARK	\$405.00	MAINTENANCE
FLOYD'S TRUCK CENTER-GILLETTE	\$4,883.54	PARTS
GARRETT JEFFREY SZMYD	\$1,900.00	SERVICES
GARY BRINK INC.	\$1,424.82	MAINTENANCE
GRAINGER INC	\$38.19	GAS CAN'S
GREASE MONKEY #854	\$246.72	FULL SERVICE
HEARTLAND KUBOTA LLC	\$536.37	MAINTENANCE
HONNEN EQUIPMENT CO OF WYOMING INC	\$11,496.16	MAINTENANCE JOHN DEERE
IN YARAK CONSTRUCTION INC	\$81,068.60	STAIRWELL/OFFICES
K B COMMERCIAL PRODUCTS	\$2,978.81	SUPPLIES
KANE FUNERAL SERVICES LLC	\$1,899.00	SERVICES
KBM&M INC. BIG HORN SANITATION	\$155.30	SERVICES
KERNS & BUNTING LLC	\$75.00	LEGAL
KILPATRICK CREATIONS INC	\$1,533.59	ADVERTISEMENT
KISLING LAW LLC	\$90.00	LEGAL
LAW OFFICE OF SARAH G.R. PHILLIPS	\$5,865.25	LEGAL
LAYA, GARY T.	\$147.92	MAINTENANCE
LONABAUGH AND RIGGS	\$183.75	LEGAL
MASTERCARD	\$4,912.18	JUNE CHARGES
MATTHEW BENDER & CO. INC	\$141.43	LAW BOOKS
MCKINLEY, JOSH	\$192.66	REIMBURSEMENT
MIKE'S AUTOMOTIVE REPAIR	\$515.67	SERVICES
MULLINAX	\$299.19	SUPPLIES

NAPA AUTO PARTS	\$117.99	BATTERY
NEWMAN TRAFFIC SIGNS	\$3,365.46	SIGNS/STANDS
NICKEL, MIKE D	\$198.14	REIMBURSEMENT
NORCO	\$283.14	SUPPLIES
NORTHERN UNDERGROUND LLC	\$119,177.23	IMPROVEMENTS
NORTHERN WY MENTAL HEALTH INC	\$2,944.00	VIDEO
NOVUS AUTO GLASS	\$80.00	WINDSHIELD REPAIR
OXFORD INC	\$395,423.72	WATER TRUCK/MINI PELLETS
PACK & MAIL	\$31.57	POSTAGE
PENNO, MARY C	\$450.00	DEPUTY CORONER
PLAINSMAN PRINTING INC	\$687.49	CASEBINDERS
POWDER RIVER HEATING & AIR COND. INC.	\$220.00	REPAIR
POWDER RIVER POWER SHERIDAN	\$630.87	FITTINGS
PTOLEMY DATA SYSTEMS	\$3,554.00	SERVICES
PUBLIC SAFETY CENTER INC.	\$293.86	FACE MASKS
SECURE SHRED / RID A BUSH	\$91.14	SERVICES
SELBY'S	\$4,495.00	RENEWAL
SESSIONS, DANIEL SCOTT	\$450.00	DEPUTY CORONER
SESSIONS, KEVIN J.	\$375.00	DEPUTY CORONER
SHERIDAN CNTY SHERIFF	\$450.50	SERVICES
SHERIDAN COMMERCIAL CO	\$120.61	SUPPLIES
SHERIDAN LAWN & LANDSCAPING LLC	\$50.00	SERVICES
SHERIDAN MEDIA	\$2,800.01	ADS
SHERIDAN PRESS INC.	\$2,297.05	PUBLICATIONS
SHERIDAN SEED CO INC	\$600.00	SERVICES
SHERIDAN STATIONERY BOOKS & GALLERY	\$5,854.25	BOOKS
SHERIDAN TENT & AWNING	\$300.00	BANNER
SOURCE OFFICE PRODUCTS	\$205.79	SUPPLIES
SOURCES OF STRENGTH INC	\$9,517.23	SUPPLIES
STAPLES ADVANTAGE	\$629.79	OFFICE SUPPLIES
SUMMIT FOOD SERVICES LLC	\$17,118.64	MEALS
SYLVESTRI CUSTOMIZATION	\$500.00	CAMPAIGN
TATMAN, ADRIENNE	\$27.50	REIMBURSEMENT
TERRY, SUSAN D	\$6.40	REIMBURSEMENT
THE MASTER'S TOUCH LLC	\$1,224.88	POSTAGE
THE WAGES GROUP LLC	\$442.50	LEGAL
THOMAS, CHRIS	\$373.73	REIMBURSEMENT
TIRE - RAMA CORPORATE OFFICE	\$135.21	SERVICES
TOP OFFICE PRODUCTS INC.	\$2,911.06	OFFICE SUPPLIES
TOTAL COMFORT	\$5,307.50	SERVICES
TYLER TECHNOLOGIES INC.	\$323.69	SERVICES
VALLEY MOTOR HONDA	\$522.95	MAINTENANCE
VOLUNTEERS OF AMERICA	\$1,977.98	EXPENSES
WARNER SERVICES LLC	\$170.00	COOLER MAINTENANCE
WATER PRODUCTS & SOLUTIONS, INC	\$231.00	WATER
WENCK	\$2,680.00	2020 GOOSE CREEK GAUGING
WEST PAYMENT CENTER	\$2,037.57	LIBRARY PLAN CHG
WINSUPPLY OF SHERIDAN	\$43.34	PLUMBING
WRIGHT, SHAWN RAE	\$225.00	DEPUTY CORONER
WY BRAND INDUSTRIES	\$917.20	SUPPLIES
WYDOT-FINANCIAL SERVICES	\$1,411.98	MONARCH RD BRIDGE
WYO DEPT OF HEALTH-COMBINED LABORATORIES	\$323.00	SERVICES
WYOMING COUNTY ASSESSORS ASSN	\$200.00	2020 ASSOCIATION DUES
WYOMING MACHINERY COMPANY	\$6,572.29	PARTS

TOTAL GENERAL COUNTY WARRANTS	\$930,342.60	
AIRPORT WARRANTS		
VENDOR	AMOUNT	DESCRIPTION
ACT	\$542.33	PHONE SERVICE
AIRSIDE SOLUTIONS INC	\$1,002.76	MONITOR
CARPET DESIGN	\$4,268.76	CARPET
CHARTER COMMUNICATIONS	\$91.96	IT SERVICES
CIRCLE S SANITATION	\$206.00	TRASH COLLECTION
CITY OF SHERIDAN	\$2,788.46	WATER & SEWER
COMTRONIX	\$385.00	ALARM MONITORING
DICK ANDERSON CONSTR TUCTION	\$112,318.78	TERMINAL PROJECT
DOUGLAS PORTABLE TOILETS	\$99.00	PORTABLE TOILET
FARMER'S CO-OP OIL CO	\$339.75	FUEL
FASTENAL	\$113.03	HVAC FILTERS
HOME DEPOT	\$2,091.08	SUPPLIES
INDUSTRIAL DISTRIBUTORS INC	\$1,429.70	FUELING HOSE
JERRY BAKER SALES	\$324.00	ADVERTISEMENT
KNECHT HOME CENTER	\$27.45	WALL MOLDING
LANDONS GREENHOUSE	\$526.42	MULCH
MASTERCARD 2	\$151.49	MEETINGS
MIKE'S ELECTRIC INC	\$147.10	REGULATOR
MONTANA DAKOTA UTILITIES	\$3,708.85	UTILITIES
MORRISON-MAIERLE 6	\$16,543.58	BLDG EXPANSION
MULLINAX	\$4,238.64	IRRIGATION SUPPLIES
NAPA	\$155.22	SHOP SUPPLIES
NORCO INC	\$124.36	SUPPLIES
PEAK PEST SOLUTIONS	\$102.08	MONTHLY SVS
PTOLEMY DATA SYSTEMS	\$762.50	SERVICE AGREEMENT
SERVALL UNIFORM & LINEN	\$52.33	SHOP TOWELS
SHERIDAN ACE HARDWARE	\$17.60	SHOP SUPPLIES
SHERIDAN COUNTY	\$653,525.80	CARES GRANT
SHERIDAN COUNTY AIRPORT PETTY CASH	\$31.85	POSTAGE
SHERIDAN COUNTY CHAMBER OF COMMERCE	\$160.00	ANNUAL FEE
SHIPTONS BIG R	\$125.02	BLADES/MULCH
TOP OFFICE PRODUCTS INC	\$14.13	TIME CARDS
USPS	\$110.00	STAMPS
VALLEY MOTOR HONDA	\$17.99	TIEDOWNS
VERIZON	\$149.12	PHONE SERVICE
WAL-MART	\$216.98	OFFICE SUPPLIES
WINSUPPLY	\$126.01	PARTS
TOTAL AIRPORT WARRANTS	\$807,035.13	

Consider Agenda

Motion by Commissioner Nickel to approve the agenda as published.
Vote Motion Passed.

Announcements

Chairman Siddle recognized Michael Gale for his 20 years of service with the Sheriff's Office, Robert Morgan for his 10 years of service to the Sheriff's Office and Jeffrey Hink for his 10 years of service in Building & Grounds Maintenance at the Sheriff's Office.

The Board of County Commissioners offered a Renewal Scholarship of \$1,000. Chairman Siddle announced that Sydnee Ordahl had been selected as the 2020 Renewal Scholarship recipient.

Chairman Siddle reminded the public the Courthouse would be closing at 10:00 a.m. on Friday, July 10th to allow the county employees to enjoy Sheridan and support local businesses.

Public Comments

Mayor Peter Clark of Ranchester, updated the Commission on the progress of the natural gas pipeline and thanked the Commissioners for their support in the process.

Consider Resolution 20-07-019 Authorizing the submission of an application for Federal funding through the Transportation Alternatives Program (TAP) for the Brooks Street Greenspace Project.

Staff Report Ken Muller, County Engineer

Motion by Commissioner Ringley to approve and authorize the Chairman to sign Resolution 20-07-019 authorizing the submission of an application for Federal funding through the Transportation Alternatives Program (TAP) for the Brooks Street Greenspace Project.

Vote Motion Passed.

Consider Cooperative Agreement for Responsibilities between Wyoming Department of Family Services, Child Support Program and Sheridan County Clerk of District Court.

Elected Report Rene Botten, Clerk of District Court

Motion by Commissioner Haswell to approve and authorize the Chairman to sign the Cooperative Agreement for Responsibilities between the Wyoming Department of Family Services, Child Support Program and Sheridan County Clerk of District Court.

Vote Motion Passed.

Consider Resolution 20-07-020 Partial Fire Restrictions in Sheridan County.

Staff Report Chris Thomas, County Fire Warden

Motion by Commissioner Haswell to adopt and authorize the Chairman to sign Resolution 20-07-020 Partial Fire Restrictions in Sheridan County, declaring fires and open flames shall only be allowed with-in the specified parameters, effective upon execution by the Chairman.

Vote Motion Passed.

Consider Grant Agreement between Wyoming Department of Health, Public Health Division and Sheridan County for prevention programs.

Staff Report Renee' Obermueller, Administrative Director

Motion by Commissioner Nickel to approve and authorize the Chairman to sign the Grant Agreement between Wyoming Department of Health, Public Health Division and Sheridan County for prevention programs.

Vote Motion Passed.

Consider Resolution 20-07-021 Amendment to Section 25 of the Rules and Regulations Governing Zoning, Sheridan County, Wyoming and Adopting New Rules and Regulations for Permitting Commercial Solar Energy Facilities.

Staff Report Mark Reid, County Planner and Clint Beaver, Deputy County Attorney

Public Hearing

Motion by Commissioner Nickel to adopt and authorize the Chairman to sign Resolution 20-07-021 Amendment to Section 25 of the Rules and Regulations Governing Zoning, Sheridan County, Wyoming and Adopting New Rules and Regulations for Permitting Commercial Solar Energy Facilities.

Vote Motion Passed.

Consider Contract Agreement for the Sheridan County Airport 2020 Seal Coat and Marking Pavements program.

Staff Report John Stopka, Airport Manager

Motion by Commissioner Ringley to approve and authorize the Chairman to sign the Contract Agreement for the Sheridan County Airport 2020 Seal Coat and Marking Pavements program.

Vote Motion Passed.

Consider MOU between Wyoming Department of Health, Public Health Division and Sheridan County for COVID-19 expenses.

Staff Report Renee' Obermueller, Administrative Director

Motion by Commissioner Cram to approve and authorize the Chairman to sign the MOU between Wyoming Department of Health, Public Health Division and Sheridan County for COVID-19 expenses.

Vote Motion Passed.

Consider Grant for Public Health Emergency Preparedness program.

Staff Report Renee' Obermueller, Administrative Director

Motion by Commissioner Nickel to approve and authorize the Chairman to sign the Grant for Public Health Emergency Preparedness program.

Vote Motion Passed.

Consider Contract between Wyoming Department of Health, Public Health Division and Sheridan County for the County Health Officer.

Staff Report Renee' Obermueller, Administrative Director

Motion by Commissioner Nickel to approve and authorize the Chairman to sign the Contract between Wyoming Department of Health, Public Health Division and Sheridan County for the County Health Officer.

Vote Motion Passed.

Consider City of Sheridan One Cent Funding Agreement to fund the Impact Sheridan program.

Staff Report Renee' Obermueller, Administrative Director

Motion by Commissioner Haswell to approve and authorize the Chairman to sign the City of Sheridan One Cent Funding Agreement to fund the Impact Sheridan program.

Vote Motion Passed.

Consider Agreement between Sheridan County and the University of Wyoming for operation of the Sheridan Incubator Facility.

Staff Report Renee' Obermueller, Administrative Director and Scot Rendall, Director, WTBC

Motion by Commissioner Haswell to approve and authorize the Chairman to sign the Agreement between Sheridan County and the University of Wyoming for operation of the Sheridan Incubator Facility.

Vote Motion Passed.

Consider Contract with Wyoming Department of Family Services for 2020-21 Temporary Assistance for Needy Families Community Partnership Initiative (TANF/CPI).

Staff Report Renee' Obermueller, Administrative Director

Motion by Commissioner Ringley to approve and authorize the Chairman to sign the contract with Wyoming Department of Family Services for the Temporary Assistance for Needy Families Community Partnership Initiative (TANF/CPI), for Compass Center for Families and Greater Wyoming Big Brothers Big Sisters.

Vote Motion Passed.

Consider Item CU-20-002: Make Room Storage CUP.

Staff Report Mark Reid, County Planner

Public Hearing

Motion by Commissioner Nickel to approve Item CU-20-002: Make Room Storage CUP with the three (3) conditions recommended by the Planning and Zoning Commission.

Vote Motion Passed.

Adjourn – 9:56 a.m.

BOARD OF COUNTY COMMISSIONERS
Sheridan County, Wyoming

Attest:



Nick Siddle, Chairman



Eda Schunk Thompson, County Clerk