

**Sheridan County Commission, Staff Meeting Minutes**  
**County Courthouse, 224 S. Main Street, 2<sup>nd</sup> Board Room, #220**  
**Monday, August 31, 2020, 8:45 a.m.**

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

**Call to Order** 8:45 a.m.

**Warrant Review**

Skye Evers, Administrative Coordinator

The Warrant Reports for August 2020 were provided to the Board of County Commissioners to review and discuss.

**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, August 17, 2020;
- b. Minutes from Regular Meeting, August 19, 2020;
- c. Minutes from Staff Meeting, August 24, 2020;
- d. General County Warrants, August;
- e. General Airport Warrants, August.

**Aug-20**

**INTERIM MID-MONTH WARRANTS**

| <b>VENDOR</b>                    | <b>AMOUNT</b> | <b>DESCRIPTION</b>        |
|----------------------------------|---------------|---------------------------|
| ACT INC                          | \$3,338.26    | PHONE SVS                 |
| AMERICAN FAMILY LIFE INS CO      | \$3,128.41    | PREMIUM                   |
| BANK OF THE WEST                 | \$1,968.00    | PUBLIC DEFENDER RENT      |
| BENEFIT EXPRESS                  | \$200.00      | ACA MANAGER/              |
| BK TECHNOLOGIES INC              | \$3,029.17    | SEARCH & RESCUE RADIO     |
| CENTURYLINK                      | \$4,206.77    | E911                      |
| CHARLES W BASSETT                | \$3,192.71    | COPIER LEASE              |
| CHILD SUPPORT                    | \$958.45      | AUGUST CHILD SUPPORT      |
| CIRCLE S SANITATION              | \$96.00       | SERVICES                  |
| CIT-CO FEDERAL CREDIT UNION      | \$150.00      | MONTHLY PAYROLL TRANSFERS |
| CITY OF SHERIDAN                 | \$2,613.53    | UTILITIES                 |
| DELTA DENTAL                     | \$8,903.55    | PREMIUM                   |
| DEPARTMENT OF WORKFORCE SERVICES | \$1,076.13    | UNEMPLOYMENT              |
| GREAT WEST TRUST CO              | \$5,940.00    | WYO DEFERRED COMP         |
| HUB INTERNATIONAL                | \$1,109.13    | ELECTION POLL LOCATIONS   |
| ICMA RETIREMENT TRUST            | \$930.17      | PREMIUM                   |
| JOHN DEERE FINANCIAL             | \$268.22      | PARTS                     |
| LINCOLN NATIONAL LIFE            | \$1,185.12    | PREMIUM                   |
| MASTERCARD                       | \$4,395.01    | EXPENSES                  |
| MONTANA DAKOTA UTILITIES         | \$9,961.48    | UTILITIES                 |
| NCPERS GROUP LIFE INS            | \$480.00      | PRUDENTIAL LIFE           |
| NORCO                            | \$138.58      | SUPPLIES                  |
| PITNEY BOWES INC.                | \$854.70      | LEASE                     |
| POSTMASTER                       | \$20.00       | POSTAGE                   |
| POWDER RIVER ENERGY CORP         | \$32.33       | UTILITIES                 |
| RANGE TELEPHONE CO-OP INC        | \$599.85      | E911                      |
| SHERIDAN AREA WATER SUPPLY       | \$516.27      | UTILITIES                 |

|  |                     |                             |
|--|---------------------|-----------------------------|
| SHERIDAN CNTY TREAS HEALTH INS               | \$163,562.00        | HEALTH INS/FLEX PLAN FEE    |
| SHERIDAN CNTY TREAS PAYROLL TAX              | \$124,291.77        | 941                         |
| SHERIDAN COUNTY FLEX ACCOUNT                 | \$2,007.95          | FLEX PLAN MEDICAL           |
| SHERIDAN MOTOR INC.                          | \$126,284.00        | NEW TRUCKS                  |
| SUSTAINABLE FORESTRY CONSULTING, LLC         | \$2,168.94          | FIRE MITIGATION COORDINATOR |
| TOWN OF CLEARMONT                            | \$44.00             | UTILITIES                   |
|  |                     | FY20 INCUBATOR/CITY OF      |
| UNIVERSITY OF WYOMING C/O                    | \$40,000.00         | SHERIDAN                    |
| VERIZON WIRELESS                             | \$1,215.17          | PHONE SVS                   |
| WEX INC.                                     | \$6,789.16          | FUEL                        |
| WYO RETIREMENT SYSTEM                        | \$98,319.51         | AUGUST                      |
| WYO WORKERS COMPENSATION                     | \$10,806.38         | AUGUST                      |
| <b>TOTAL MID-MONTH INTERIM WARRANTS PAID</b> | <b>\$634,780.72</b> |                             |

**GENERAL COUNTY WARRANTS**

| <b>VENDOR</b>                          | <b>AMOUNT</b> | <b>DESCRIPTION</b>       |
|--|---------------|--------------------------|
| 307 AUTO GLASS                         |               | WINDSHIELD REPAIR        |
| A PLUS PLUMBERS INC                    | \$41.95       | SURE SEAL                |
| ACMS STORAGE                           | \$100.00      | SEPT RENT                |
| ALPHAGRAPHICS                          | \$1,081.38    | PRINTING                 |
| AMERICAN WELDING & GAS INC.            | \$51.43       | ACETYLENE/NITROGEN       |
| APEX COMMUNICATIONS                    | \$5,862.69    | VHF RACK MOUNT DUPLEXER  |
| ATTORNEY GENERAL'S OFFICE              | \$864.00      | 24/7 PROGRAM             |
| AXIS FORENSIC TOXICOLOGY INC           | \$110.00      | SERVICES                 |
| AXON ENTERPRISE INC                    | \$10,560.00   | TASER - 40               |
| BARGREEN ELLINGSON                     | \$317.63      | CLEANING SUPPLIES        |
| BARNEY & GRAHAM, LLC                   | \$180.15      | SERVICES                 |
| BOBS PEST CONTROL                      | \$35.00       | MONTHLY SVS              |
| BOTTEN LAW OFFICE                      | \$160.00      | SERVICES                 |
| BROOKS LAW FIRM LLC                    | \$2,157.55    | SERVICES                 |
| CASH-WA DISTRIBUTING                   | \$136.55      | SUPPLIES- DETENTION      |
| CASTLE BRANCH INC                      | \$39.50       | EMPLOYMENT SCREENING     |
| CED INC                                | \$78.44       | PARTS                    |
| CEDARS HEALTH                          | \$60.00       | FINGERPRINTING           |
| CHAPMAN VALDEZ & LANSING               | \$3,366.08    | SERVICES                 |
| CITY OF SHERIDAN                       | \$581.63      | WATER/SEWER              |
| CNA SURETY                             | \$50.00       | NOTARY BOND              |
| COMPASS CENTER FOR FAMILIES            | \$1,583.30    | JULY 2020 TRIPARTITE     |
| COOK, DAVID                            | \$312.80      | TRAINING - MILEAGE       |
| CORRECTIONAL HEALTHCARE MANAGEMENT INC | \$24,645.65   | MONTHLY MEDICAL SVS      |
| CROWLEY FLECK PLLP                     | \$2,602.50    | SERVICES                 |
| DUNKELBERGER, MISTI                    | \$5.07        | KEYS                     |
| DUSTBUSTERS, INC.                      | \$83,305.08   | DUSTGARD                 |
| ED HAMMER INC                          | \$274.08      | BATTERY                  |
| ELECTION SYSTEMS & SOFTWARE INC        | \$533.18      | SUPPLIES                 |
| ENGINEERING ASSOCIATES                 | \$10,253.00   | UPPER RD - CO 113        |
| FALL, PAUL                             | \$405.00      | WCAA BANQUET- 9          |
| FARMERS CO-OP OIL COMPANY              | \$184.92      | GASOLINE                 |
| FASTENAL                               | \$824.14      | MAINT SUPPLIES           |
| FLACK, MARK                            | \$405.00      | STORY PARK MAINT.        |
| FLOYD'S TRUCK CENTER-GILLETTE          | \$566.65      | PARTS                    |
| FORCE AMERICA DISTRIBUTING LLC         | \$3,113.35    | SEAL KIT                 |
| GALLS                                  | \$64.00       | 6 POCKET PANTS           |
| GLAXOSMITHKLINE PHARMACEUTICALS        | \$7,594.70    | VACCINES                 |
| GLOBAL EQUIPMENT COMPANY               | \$615.69      | HAND SANITIZER           |
| GLOCK PROFESSIONAL INC                 | \$250.00      | ARMORER'S COURSE         |
| GRAINGER INC                           | \$55.50       | GREASE                   |
| GREENWOOD MAPPING INC                  | \$5,400.00    | MAPSERVER SUPORT/HOSTING |

|                                     |              |                        |
|-------------------------------------|--------------|------------------------|
| HEARTLAND KUBOTA LLC                | \$76.56      | PARTS & SERVICE        |
| HENDRICKS, CHANDRA                  | \$10.59      | FAIR SUPPLIES          |
| HIGHLITE ELECTRIC                   | \$250.00     | SERVICES               |
| HORIZONS UNLIMITED, LLC             | \$46.00      | I VOTED STICKERS       |
| K B COMMERCIAL PRODUCTS             | \$924.78     | PRODUCTS               |
| KANE FUNERAL SERVICES LLC           | \$6,090.00   | CORONER SERVICE        |
| KBM&M INC. BIG HORN SANITATION      | \$782.30     | SERVICES               |
| KERNS & BUNTING LLC                 | \$300.00     | SERVICES               |
| KING, ROBIN                         | \$205.28     | MILEAGE                |
| KIRVEN LAW, LLC                     | \$243.75     | SERVICES               |
| KRUMM, CAROL                        | \$9.77       | MILEAGE                |
| LEGAL AID OF WYOMING, INC.          | \$3,350.00   | SERVICES               |
|                                     |              | GASB 75 ROLL FORWARD   |
| LEIF ASSOCIATES, INC.               | \$1,500.00   | VALUATION              |
| Macs Moving & Storage Inc.          | \$225.00     | MOVING SERVICES        |
| MED-TECH RESOURCE LLC               | \$70.32      | ADULT DEFIB PAD        |
| MEMORIAL HOSPITAL                   | \$34,415.00  | SERVICES/FUNDING       |
| MIKE'S AUTOMOTIVE REPAIR            | \$1,517.00   | INSTALL                |
| MIKES ELECTRIC INC                  | \$333.75     | SERVICES               |
| MOTOROLA SOLUTIONS INC              | \$45,663.59  | MAINTENANCE            |
| MYERS, SARAH                        | \$13.25      | MILEAGE                |
| NAPA AUTO PARTS                     | \$225.59     | PARTS                  |
| NEWMAN TRAFFIC SIGNS                | \$187.25     | SHEETING               |
| NORCO                               | \$6,608.07   | SUPPLIES               |
| NORTHERN UNDERGROUND LLC            | \$63,946.12  | UPPER RD               |
| OREILLY AUTOMOTIVE INC              | \$275.64     | PARTS                  |
| PACHECO, RACHAEL M                  | \$5.00       | SERVICES               |
| PENNO, MARY C                       | \$2,100.00   | DEPUTY CORONER         |
| PETERBILT OF WYOMING                | \$27.56      | LATCH-HOOD HOLDDOWN    |
| PLAINSMAN PRINTING INC              | \$5,258.04   | SUPPLIES               |
| PORTER MUIRHEAD CORNIA & HOWARD     | \$15,000.00  | AUDIT                  |
| POWDER RIVER POWER SHERIDAN         | \$1,056.71   | SPRAY VALVE            |
| PTOLEMY DATA SYSTEMS                | \$3,560.97   | SERVICES               |
| PUBLIC SAFETY CENTER INC.           | \$1,653.00   | PPE                    |
| ROCKY MOUNTAIN AMBULANCE LLC        | \$13,333.33  | AUG 1% OPT MONTHLY PMT |
| ROCKY MOUNTAIN SIGN,DESIGN & PRINT  | \$1,393.00   | ENVELOPES              |
| SANOFI PASTEUR INC                  | \$1,726.41   | VACCINES               |
| SECURE SHRED / RID A BUSH           | \$147.42     | SHRED                  |
| SESSIONS, DANIEL SCOTT              | \$1,575.00   | DEPUTY CORONER         |
| SESSIONS, KEVIN J.                  | \$225.00     | DEPUTY CORONER         |
| SHERIDAN CNTY AIRPORT               | \$3,781.33   | SEARCH & RESCUE        |
| SHERIDAN CNTY EXTENSION             | \$99.32      | SUPPLIES               |
| SHERIDAN CNTY FAIR ASSN             | \$27,567.92  | AUG FIXED COST PMT     |
| SHERIDAN CNTY FULMER PUBLIC LIBRARY | \$97,916.67  | AUG FIXED COST PMT     |
| SHERIDAN CNTY TREASURER             | \$182,334.28 | R&B LABOR/EQU FY 20    |
| SHERIDAN COMMERCIAL CO              | \$210.49     | SUPPLIES               |
| SHERIDAN COMPUTER INC               | \$224.97     | APC BACK-UPS           |
| SHERIDAN MEDIA                      | \$3,057.00   | ADVERTISING            |
| SHERIDAN MOTOR INC.                 | \$62.23      | OIL CHANGE- 2016 RAM   |
| SHERIDAN PRESS INC.                 | \$6,732.50   | PUBLICATIONS           |
| SOURCE OFFICE PRODUCTS              | \$339.11     | OFFICE SUPPLIES        |
| STAPLES ADVANTAGE                   | \$914.83     | OFFICE SUPPLIES        |
| SUGARLAND WALK IN CLINIC            | \$106.00     | DRUG SCREEN            |
| SUMMIT FOOD SERVICES LLC            | \$21,268.24  | MEALS                  |
| SURVIVAL ARMOR                      | \$6,103.00   | BULLET PROOF VEST      |
| TERRY, SUSAN D                      | \$2.60       | REIMBURSEMENT          |
| THE MASTER'S TOUCH LLC              | \$9,617.65   | POSTAGE                |
| THE TROPHY CASE                     | \$9.00       | NAME PLATE             |

|   |                     |                       |
|---|---------------------|-----------------------|
| THE WAGES GROUP LLC                         | \$498.75            | SERVICES              |
| THOMAS L BENNETT, M.D.                      | \$4,180.00          | AUTOPSY               |
| TIRE - RAMA CORPORATE OFFICE                | \$13,742.37         | TIRES/MAINT.          |
| TOP OFFICE PRODUCTS INC.                    | \$310.99            | SUPPIES               |
| TRUE NORTH STEEL                            | \$4,992.00          | SPOT GALV             |
| TYLER TECHNOLOGIES INC.                     | \$339.88            | MAINTENANCE           |
| UNIVERSITY OF WYO                           | \$183.14            | CHARTER REBILL        |
| VALLEY MOTOR HONDA                          | \$471.02            | FULL SERVICE          |
| VOLUNTEERS OF AMERICA                       | \$791.66            | JULY EXPENSES         |
| W.P.C.I.                                    | \$29.25             | DRUG SCREEN           |
| WATER PRODUCTS & SOLUTIONS, INC             | \$152.00            | WATER                 |
| WENCK                                       | \$1,085.00          | PROFESSIONAL SERVICES |
| WEST PAYMENT CENTER                         | \$2,037.57          | INFORMATIN CHGS       |
| WESTERN WATER CONSULTANTS INC               | \$9,643.35          | PROF FEES- WOLF CREEK |
| WRIGHT, SHAWN RAE                           | \$950.00            | CORONER SERVICE       |
| WYO DEPT OF HEALTH-COMBINED<br>LABORATORIES | \$430.00            | PH TESTING            |
| WYOMING MACHINERY COMPANY                   | \$3,475.96          | PARTS                 |
| <b>TOTAL GENERAL COUNTY WARRANTS</b>        | <b>\$786,863.72</b> |                       |

**AIRPORT WARRANTS**

| <b>VENDOR</b>                 | <b>AMOUNT</b>      | <b>DESCRIPTION</b>  |
|-------------------------------|--------------------|---------------------|
| ACT                           | \$503.94           | PHONE SERVICE       |
| CASPER STAR-TRIBUNE           | \$336.40           | BID INVITE          |
| CHARTER COMMUNICATIONS        | \$51.49            | IT SERVICES         |
| CIRCLE S SANITATION           | \$208.00           | TRASH COLLECTION    |
| CITY OF SHERIDAN              | \$2,245.65         | WATER & SEWER       |
| DOUGLAS PORTABLE TOILETS      | \$99.00            | PORTABLE TOILET     |
| FARMERS CO-OP OIL CO          | \$4,484.49         | FUEL/MAINT.         |
| FASTENAL                      | \$13.15            | PARTS               |
| GRAINGER                      | \$794.65           | DOOR MOTOR          |
| HEARTLAND KUBOTA              | \$907.52           | TRACTOR MAINTENANCE |
| HOME DEPOT                    | \$1,773.04         | SUPPLIES            |
| KB COMMERCIAL PRODUCTS        | \$447.85           | EQUIP. REPAIR       |
| LEE METAL WORKS               | \$6,700.84         | REPAIR              |
| MASTERCARD                    | \$888.04           | SUPPLIES            |
| MASTERCARD 2                  | \$1,078.20         | MEETINGS            |
| MONTANA DAKOTA UTILITIES      | \$3,416.47         | UTILITIES           |
| MORRISON-MAIERLE 7            | \$372.52           | SEALCOAT            |
| MORRISON-MAIERLE 8            | \$2,070.73         | EQUIPMENT           |
| MULLINAZ                      | \$1,916.02         | IRRIGATION REPAIR   |
| NAPA                          | \$86.12            | MAINT.              |
| NORCO INC                     | \$889.99           | MAINT. & REPAIR     |
| PDQ SERVICES LLC              | \$3,490.50         | MAINT. & REPAIR     |
| PEAK PEST SOLUTIONS           | \$102.08           | MONTHLY SVS         |
| PTOLEMY DATA SYSTEMS          | \$822.50           | SERVICE AGREEMENT   |
| QT POD                        | \$1,640.02         | MAINT. & REPAIR     |
| SERVALL UNIFORM & LINEN       | \$72.96            | SHOP TOWELS         |
| SHERIDAN LOCK & KEY           | \$43.20            | TERMINAL KEYS       |
| SHIPTONS BIG R                | \$135.92           | EQUIP. REPAIR       |
| SHERIDAN PRESS                | \$126.00           | RENEWAL             |
| TOP OFFICE PRODUCTS INC       | \$129.78           | TIRE                |
| VERIZON                       | \$149.67           | PHONE SVS           |
| WAL-MART                      | \$103.69           | OFFICE SUPPLIES     |
| <b>TOTAL AIRPORT WARRANTS</b> | <b>\$36,100.43</b> |                     |

**Staff/Elected Reports**

Mark Reid, County Planner

Nick Siddle, Chairman reported for Ken Muller, County Engineer  
Eda Schunk Thompson, County Clerk

**Adjourn:** 9:06 a.m.

BOARD OF COUNTY COMMISSIONERS  
Sheridan County, Wyoming

Attest:

  
\_\_\_\_\_  
Nick Siddle, Chairman

  
\_\_\_\_\_  
Eda Schunk Thompson, County Clerk