Sheridan County Board of County Commissioners, Regular Meeting Minutes
County Courthouse, 224 S. Main Street, 2nd Floor Board Room, #220
Tuesday, February 18, 2025, 9:00 a.m.

Commissioners Present: Mike Arzy, Christi Haswell, Holly Jennings, Nick Siddle, Lonnie Wright (Chair).
County Clerk Present: Eda Schunk Thompson.
Elected Present:
Katie Araas, County Treasurer;
Staff Present:
Clint Beaver, Deputy County Attorney;
Cameron Duff, Administrative Director;
Misti Dunkelberger, County Clerk Administrative Coordinator;
Robert Gill, Airport Manager;
Debra Haar, County Nurse Manager;
Kimberly Hein, Chief Deputy County Clerk;
Kelly Iott, Administrative Coordinator;
Ken Muller, County Engineer;
Deb Ottema, County Clerk Financial Coordinator;
Kimber Solberg, Fairgrounds Director.
Chris Thomas, Sheridan County Fire Warden.

Call to Order: Chairman Wright called the meeting to order at 9:00 a.m.
Pledge of Allegiance.

Consider Consent Agenda.
Following are the consent items:

a. 02-03-2025 Staff Meeting Draft Minutes;
b. 02-04-2025 Regular Meeting Draft Minutes;
c. 02-10-2025 Staff Meeting Draft Minutes;
d. Presented to the Board for acknowledgement – Clerk of District Court Monthly Statement of Fees for January 2025;
e. Presented to the Board for acknowledgement – Public Works Monthly Statement of Fees for January 2025;
f. Presented to the Board for acknowledgement - Sheriff Monthly Statement of Fees for January 2025;
g. Ratify 24-hour Catering Permit for Albatraoz LLC, March 15, 2025, for St. Patrick Day Parade, 44 Johnson St, Big Horn;
h. Ratify letter of support for SAWSJPB 8-inch Gulch Road waterline application for Funding;
i. Ratify Consent to Petition by Perry Ranch, LLC for issuance of certificate of appropriation under Territorial Appropriation 2230 and Consent to Petition for Change of Point of Diversion and Means of Conveyance;
j. Ratify letter of support to for Sheridan County Mosquito Management Program;
k. Approve request by Last Chance Bar to close a portion of Johnson Street on Saturday, June 21st, 2025, from 10:00 a.m. to 6 p.m. for the Big Horn Bash and Car Show;
l. Ratify authorization for Sheridan County Conservation District to access site TR05 – Tongue River at Kleenburn Road Recreational Picnic Area for the purpose of water quality monitoring.

SHERIDAN COUNTY/February 2025
COMPUTATION OF TOTAL EXPENSES
INTERIM/MID-MONTH WARRANTS PAID 02-01-2025 Thru 02-14-2025

VENDOR	DESCRIPTION	AMOUNT
A CLEAR VIEW, INC	EXTERIOR PAINT REMOVAL	$294.00

ARTISTIC CUSTOM BADGES AND COINS LLC	DIE CHARGE, BADGE/SHIPPING	$391.80
ATTORNEY GENERAL'S OFFICE	INTOXITRACK JANUARY 2025	$2,948.00
BMO BANK N.A.	PUBLIC DEFENDER RENT MARCH 2025	$2,258.00
CARA ENTERPRISES INC	LICENSE PREP FEE	$199.00
CASTLE BRANCH INC	EMPLOYMENT SCREENINGS	$81.00
CENTURYLINK	PHONE SVS SHERIFF/R&B/E911	$2,295.31
CITY LANDFILL	COMMERCIAL WASTE CLERKS OFFICE	$148.57
CITY OF SHERIDAN	JAN WATER/SEWER	$756.87
COLUMN SOFTWARE, PBC	JAN/DEC PUBLICATIONS	$2,698.63
COMMUNICATION TECHNOLOGIES INC.	REPROGRAMMED/TEST REPEATER	$55.00
COUNTY TRASH, LLC	TRASH SVS	$98.00
GOVCONNECTION INC.	SEC APPL US PC/EMAIL /WEBSVR PROT	$18,632.41
HEARTLAND KUBOTA LLC	BULB, HEADLIGHT/BOLT/5/16 SHEAR	$45.93
JOHN DEERE FINANCIAL	SHIPTONS - AIRDOG DUMBELL /IN - OUT MAT	$55.18
JOHNSON CONTROLS INC.	HVAC REPAIRS COURTHOUSE #1 OF 5	$5,499.63
KANE FUNERAL SERVICES LLC	INDIGENT BURIAL SVS	$3,048.00
MONTANA DAKOTA UTILITIES	JAN GAS/ELECTRIC	$14,679.32
NAPA AUTO PARTS	24IN TRICO ICE BLADE	$43.38
OFFICE SHOP INC	CONTRACT INVOICE COPIER INK	$2,030.97
OFFICE SHOP LEASING	LEASE PMNT (2)	$2,600.23
PAVEMENT MARKINGS	SNOW RMVL SVS DOUBLE EAGLE DR	$342.00
PENNO, MARY C	INDIGENT CASE CONTRACT LBR	$250.00
POWDER RIVER ENERGY CORP	ELECTRIC CL DEVON 1700 & 1800	$80.85
POWDER RIVER HEATING & AIR COND. INC.	SVC CALL HAIL DAMAGE FANS	$1,238.74
QUADIENT FINANCE USA, INC.	POSTAGE	$2,427.00
QUADIENT LEASING	LEASE PMNT 07-MAR-25 TO 06-JUNE-25	$892.47
RANGE	PHONE SVS COURTHOUSE/SHERIFF/INTERNET SVS	$2,607.79
SAFEGUARD BUSINESS SYSTEMS	CHKS/TRES.	$329.27
SUMMIT CONSTRUCTION, LLC	REPAIR HAIL DAMAGE/FAIRGROUND/ DOUBLE EAGLE DR.	$105,575.00
SUSTAINABLE FORESTRY CONSULTING, LLC	MILEAGE/FUEL MITIGATION RESEARCH/OUTREACH	$436.60
THOMSON REUTERS- WEST	ONLINE/SOFTWARE/LIBRARY PLAN SUSCRIPTION	$2,558.84
TK ELEVATOR CORP	ELEVATOR REPAIR	$9,279.48
TOWN OF CLEARMONT	WATER/GARBAGE 1800 DEVON ST	$63.00
VERIZON WIRELESS	JAN PHONE SVS.	$1,681.88
W.P.C.I.	DRUG SCREENS	$160.00
WACERS	2024-25 WACERS MEMBERSHIP RENEWALS	$200.00
WESTERN DETENTION	RR BRINK 3526-300 LESS CYL'S JAIL DOOR LOCKS (2)	$3,799.00
WESTERN WATER CONSULTANTS INC	FLOOD MONITORING PROF. FEES	$242.25
WEX BANK	JAN FUEL	$9,057.83
WEX HEALTH INC	ACAMANGAGER	$266.40
WLM EXCAVATION	INSTALL MOUNTING PLATE/CONDUIT	$3,000.00
TOTAL MID-MONTH INTERIM WARRANTS PAID		**$203,347.63**

Consider Consent Agenda.

Motion by Commissioner Siddle to approve the consent agenda and authorize the Chairman to signed documents as required.

Vote Motion Passed.

Consider Agenda.

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

Announcements:

Commissioner Jennings will be out for funeral next week.

Public Comments on Matters not on the Agenda:

Harry Pollak, Sheridan County Resident.
Raised concerns regarding the expenditure of taxpayer funds for lodging in Buffalo last fall, questioning the necessity of two-night hotel stays for commissioners when the location was only 30 minutes away and suggested that commissioners should reimburse the cost of their rooms.

Hearing for public comment on the proposals received for the leasing of lots LA-7 and LA 8 of Block 1, at the Sheridan County Airport Business Park, Phase 1.

Robert Gill, Airport Manager.
Mr. Gill detailed the recent request for proposal (RFP) for a land lease at Sheridan County Airport, which attracted a single bid from Mayflower Aviation LLC for constructing a corporate hanger and additional facilities and acknowledged some discrepancies in the submitted site plan but confirmed that Mayflower intends to proceed. Questions raised by Commissioner Jennings included the history of Mayflower Aviation and potential zoning issues related to incorporating residential elements into the commercial lease, to which Mr. Gill is seeking clarification. Additionally, the timeline for development is projected to be 36 months.

Consider agreement between Wyoming Department of Health, Public Health Division and Sheridan County for a Public Health Workforce Development grant.

Debra Haar, County Nurse Manager.
This grant aims to retain and train public health staff though allocated funds from the state to counties. Ms. Haar explained that the budget includes $10,000.00 for advanced certifications in case management and insurance billing, and approximately $25,000.00 for nurse licensure fees and the purchase of 3-4 laptops for community outreach. The laptops are crucial for accessing computer programs while serving clients at offsite clinics, and the funding could potentially reduce the need for county dollars for training certifications and recertifications.
Motion by Commissioner Haswell to approve and authorize the Chairman to sign the contract between Wyoming Department of Health, Public Health Division and Sheridan County for a Public Health Workforce Development grant.
Vote Motion Passed.

Consider Resolution 25-02-004 Notice of Intent to Vacate public rights-of-way known as Elm Avenue, adjacent to Lot 1 of Block 66 and Lots 10 Thru 13 of Block 67, 16th St. Adjacent To Lot 13 of Block 67 and Lot 10 of Block 68 and Lot 1 of Block 66 and Lot 9 of Block 65, Intersection of Elm Avenue and 16th St., Alley adjacent to Lots 8 & 9, and Portion of Lot 10 of Block 65, Mckenzie Avenue, adjacent to Lots 1 thru 4 of Block 62 and adjacent to Lots 10 thru 15 of Block 65, Mckenzie Avenue, adjacent to Lot 1 of Block 63 and Lots 4 thru 6 of Block 64 of Downers Addition to the City of Sheridan, Wy.

Ken Muller, County Engineer.
Mr. Muller presented a report to the board regarding a challenging parcel of land characterized by steep topography and previous ownership issues tied to old rail company rights-of-way and emphasized the impracticality of developing the area for public streets and suggest issuing a notice of intent to vacate it. The presence of a water line will require an easement reservations.
Motion by Commissioner Jennings to approve and authorize the Chairman to sign Resolution 25-02-004 Notice of Intent to Vacate public rights-of-way known as Elm Avenue, adjacent to Lot 1 of Block 66 and Lots 10 Thru 13 of Block 67, 16th St. Adjacent

To Lot 13 of Block 67 and Lot 10 of Block 68 and Lot 1 of Block 66 and Lot 9 of Block 65, Intersection of Elm Avenue and 16th St., Alley adjacent to Lots 8 & 9, and Portion of Lot 10 of Block 65, Mckenzie Avenue, adjacent to Lots 1 thru 4 of Block 62 and adjacent to Lots 10 thru 15 of Block 65, Mckenzie Avenue, adjacent to Lot 1 of Block 63 and Lots 4 thru 6 of Block 64 of Downers Addition to the City of Sheridan, Wy.
Vote Motion Passed.

Consider Cooperative Agreement for Sub-Award of the 2024 Community Wildfire Defense Grant between the State of Wyoming, Office of State Lands & Investments, Forestry Division and Sheridan County.

Chris Thomas, County Fire Warden, Cameron Duff, Administrative Director.
This federal grant is for updating the County's Community Wildfire Protection Plan, initially established in2018. Mr. Thomas emphasized the importance of this update to ensure that effective fuel reduction projects can be implemented in light of rising wildfire risks. The grant will enable the county to hire someone to revise the plan, incorporating new information and addressing a wider range of areas beyond those previously focused on. There's also mention of community engagement through public meetings to gather input from local ranches and residents, ensuring that the updated plan encompasses diverse needs and ideas for effective wildfire mitigation. Commissioner Jennings expressed her support for a wildfire planning initiative due to the significant risk that the Sheridan community faces, highlighting that the area ranks high among U.S. counties for wildfire danger.
Motion by Commissioner Haswell to approve and authorize the Chairman to sign the Cooperative Agreement for Sub-Award of the 2024 Community Wildfire Defense Grant between the State of Wyoming, Office of State Lands & Investments, Forestry Division and Sheridan County.
Vote Motion Passed.

Executive Session pursuant to W.S. 16-4-405(a)(vii) to consider purchase of real estate.

Motion by Commissioner Siddle to convene into Executive Session pursuant to W.S. 16-4-405(a)(vii) to consider purchase of real estate.
Vote Motion Passed.
Motion by Commissioner Haswell to adjourn from Executive Session and reconvene into Open Session.
Vote Motion Passed.

Adjourn: Chairman Wright adjourned the meeting at 9:26 a.m.

BOARD OF COUNTY COMMISSIONERS
Sheridan County, Wyoming

Lonnie Wright, Chairman

Attest:

Eda Schunk Thompson, County Clerk