



CCPLB MEETING MINUTES: February 11, 2021

ATTENDEES

MEMBERS PRESENT: Don Hamm, Robert Quintana, Darin Edmonds, Troy Allee, Laura Chapman, Charlene Camblin, Heidi Gross- Quorum Present

MEMBERS ABSENT:

LEGAL COUNSEL: Frank Stevens

STAFF: Jeff Esposito, Janell Paris, Will Hastreiter, Pam Altenberg, Mikenzie Ochs, Heather Kuhrt,

GUESTS: Nathan McLeland *City Council Liaison (via Zoom)*, Doug Camblin, *Public*

1. CALL TO ORDER

Campbell County Public Land Board Meeting was held on February 11, 2021, at CAM-PLEX. The meeting began at 6:33 PM. Meeting was presided over by Chairman Don Hamm.

2. APPROVAL OF CCPLB AGENDA

A. To approve the February 11, 2021 agenda as presented

Moved: Mr. Quintana

Second: Ms. Camblin

Vote: Motion passed unanimously

3. APPROVAL OF MINUTES

A. January 14, 2021 CCPLB Board Meeting Minutes

Motion: To approve January 14, 2021 Board Meeting minutes as presented

Moved: Ms. Gross

Second: Ms. Chapman

Vote: Motion passed unanimously

4. CONSENT AGENDA; APPROVAL OF WARRANTS

The Warrants for the February 11, 2021 meeting were reviewed.

- January 2021 Accounts Payable Voucher Numbers 50479 – 50567 in the amount of \$534,065.45

- January 2021 Manual Purchase Order Numbers 10640 - 10653 in the amount of \$115,382.11

- January 2021 Payroll Warrants in the amount of \$118,132.74 for the period of 01/24/2021 – 02/20/2021

DISCUSSION:

Motion: To approve the warrants as presented

Moved: Ms. Camblin

Second: Mr. Edmonds

Vote: Motion passed unanimously

5. CITIZEN INPUT

DISCUSSION: Mr. Doug Camblin, Public, gave compliments and congratulations to Executive Director, Mr. Esposito, as well as CAM-PLEX Staff, for their extraordinary work and efforts in securing the Camporee Event, 2024. Mr. Quintana reported both the City and the County are impressed, as well as happy, with the outcome of attaining this event and thanked Mr. Esposito and the CAM-PLEX Staff for a job well done.

6. CONSTRUCTION REPORT/UPDATE

Monthly construction update from Trevor Larson, *Van Ewing Construction*:

DISCUSSION: Mr. Esposito read an updated construction report submitted via email by Trevor Larson.

- **CMAR Renovation Update:**

Working with Rose Brand to resolve the curtain issue in Energy Hall. Mr. Larson plans to have this issue resolved by the end of this month. He continues to work with the handrail manufacturer to resolve the plates for the floor mounted handrails in the Heritage Center. Mr. Larson plans to have this issue resolved by the end of this month. Mr. Larson met with Mr. Esposito, Mr. Hastreiter, and Ms. Keuck to review small punch list/warranty items. Per Trevor Larson, all issues will be resolved.

- **Hail Damage Update:**

Energy Hall Roof is 95% complete. Heritage Center Roof is in progress and approximately 40% complete. Material has been delivered for the Wyoming Center Roof. Horse Stall Roofs are in progress. Siding on restroom and concession facilities is complete.

7. OPERATIONS REPORT/UPDATE

A. Executive Director Report:

- Mr. Esposito and members of CAM-PLEX staff met with Camporee representatives on Tuesday, February 9. Camporee expressed wanting to have a nighttime presentation which involves having an amphitheater at CAM-PLEX park. Commissioner Reardon was present. Mr. Esposito set up a meeting with C.C. Parks and Recreation Department, C.C. Road and Bridge, C.C. Commissioners, C.C. Parks and Recreation Board as well as key CAM-PLEX Staff Members Tuesday, February 16 @ 10:15 to discuss possibilities of Camporee's request. Ms. Chapman asked about costs involved in transition. Commissioner Reardon will forward costs associated with this potential project to Mr. Esposito and Mr. Esposito will report back to the Board.
- **Events – Janell Paris**
Director of Sales & Marketing, Ms. Paris presented and explained 3 sales documents to the Board: Upcoming Events, Events Sales Analysis, and Event Opportunities. These documents are for the Board which provides quick reference for upcoming events.
- **Operations-Will Hastreiter**, Director of Operations, Will Hastreiter, reported wrestling mats have been delivered and are on grounds. Storage options for the mats were discussed. Working with the City to perform annual backflow inspections. The county Public Works Department will perform inspections.

Negative 30-degree weather has caused several Equine Events to cancel. Skijoring event is scheduled for Saturday, February 20. Powder River Construction has agreed to sponsor this event and will construct the track. COVID Vaccination is scheduled for Friday, February 8 in Central Pavilion. Portable shacks have been placed for wind resistance as well as rented BTU heaters from Titan Solutions. Patio propane heaters will also be in place to supply heat.

- **Finance – ReNae Keuck**

Director of Finance, ReNae Keuck, was absent.

9. MATTERS FOR NOTING

A. Correspondence:

CAM-PLEX has received the Open Container Permit Renewal from the City of Gillette.

B. Board Calendar:

- Upcoming Board Meetings:
 - a. March 11, 2021 @ 6:30 PM (Quarterly Commissioners Meeting @ 6 PM)
 - b. April 8, 2021 @ 6:30 PM (Workshop begins @ 6 PM)
- Other Meetings/Events:
 - a. CCPLB/Managers Budget Meeting – March 18, 2021 @ 5 p.m. @ Energy Hall Conference Room
 - b. City/County Budget Review – April 15, 2021 @ 6:30 p.m. @ GAMB Cottonwood Room

The Board went into Executive Session for personnel at 7:15 p.m.

The Board exited Executive Session at 7:45 p.m.

DISCUSSION: Mr. Stevens presented to the Board the contract extension for Executive Director, Mr. Esposito

Motion: To approve the proposed employment agreement.

Moved: Mr. Quintana

Second: Ms. Gross

Vote: Motion passed unanimously

11. ADJOURNMENT

Meeting adjourned at 7:46 PM.

MINUTES PREPARED BY

Pam Altenberg, February 12, 2021

MINUTES APPROVED BY

SECRETARY:

[Campbell County Public Land Board] _____
(Signature & Date) Charlene Camblin