

Office of County Commissioners
June 18, 2019
Gillette, Wyoming

The Campbell County Board of Commissioners met in regular session, Tuesday, June 18, 2019. Commissioner Reardon called the meeting to order at 9:00 AM. Pastor Ed Sisti led in prayer and Commissioner Reardon led the Pledge of Allegiance.

Present were Del Shelstad, DG Reardon, Mark Christensen, Bob Maul, Commissioners; Susan F. Saunders, County Clerk; Carol Seeger, Deputy County Attorney and Robert Palmer, Commissioners Administrative Director. Chairman Rusty Bell was absent from the meeting.

The following consent agenda was presented:

MINUTES:

Board of Commissioners PFM Asset Management, May 29, 2019
Board of Commissioners Morning Workshop, May 30, 2019
Board of Commissioners Directors Workshop, June 3, 2019
Board of Commissioners Regular Meeting, June 4, 2019

MONTHLY REPORTS:

Clerk's Office – May 2019
Clerk of District Court – May 2019
Sheriff's Office – May 2019
Sheriff's Office, Detention Center – May 2019
Treasurer's Office – May 2019

PAYROLL PAYMENTS:

May 31, 2019
June 1, 2019

LINE ITEM TRANSFERS:

Commissioners Office - Transfer \$1,600 from 011.6102 Assoc., Comm., Dues & Fee to 011.6281 Automobile; transfer \$5,000 from 013.6091 Public Relations/Promotions to 011.6283 Meals & Lodging; transfer \$2,100 from 011.6517.4 Travel & Transportation to 011.7026 Board Expenses; transfer \$3,600 from 013.6145 Consulting – General to 011.6517.5 Meals and Lodging; transfer \$900 from 012.6517.2 Staff Development to 012.6531 General Supplies; transfer \$600 from 012.6517.2 Staff Development to 012.6673 Gasoline; transfer \$500 from 012.6517.2 Staff Development to 012.6281 Automobile; transfer \$500,000 from 013.7072 County Matching Funds to 013.6140 Legal; transfer \$350,000 from 013.6146 Consulting – D.P. to 013.6140 Legal; transfer \$245,000 from 013.6145 Consulting – General to 013.7267.03 Vehicle Depreciation; transfer \$18,000 from 013.6673 Gasoline to 013.7267.05 Vehicle/Cam-Plex Dep.

Extension Office - Transfer \$250 from 106.6281 Automobile to 106.7488 Misc Program Support; transfer \$260.01 from 106.6283 Meals and Lodging to 106.7488 Misc Program Support; transfer \$142.30 from 106.6517.4 Travel & Transportation to 106.7488 Misc Program Support; transfer \$600 from 106.6517.4 Travel & Transportation to 106.6517.2 Staff Development; transfer \$500 from 101.6092 Advertising to 101.6531 General Supplies; transfer \$500 from 101.6321 Contract Labor to 101.6531 General Supplies; transfer \$200 from 101.6517.2 Staff Development to 101.6531 General

Supplies; transfer \$330 from 101.6517.4 Travel & Transportation to 101.6531 General Supplies; transfer \$339.75 from 101.6517.5 Meals & Lodging to 101.6762 Office Furniture & Equipment; transfer \$138.93 from 101.6281 Automobile to 101.6762 Office Furniture & Equipment; transfer \$200 from 104.6281 Automobile to 104.7488 Misc Program Support; transfer \$26.85 from 104.6517.3 Conference, Seminar to 104.7488 Misc Program Support; transfer \$161.25 from 104.6517.5 Meals & Lodging to 104.7488 Misc Program Support

Fair - Transfer \$50 from 731.6052 Postage and Freight to 731.6071 Printing/Special Forms; Transfer \$187.50 from 731.6368 Commissions to 731.6071 Printing/Special Forms; transfer \$198 from 731.6517.3 Conference/Seminar/Wrk to 731.6071 Printing/Special Forms; transfer \$310 from Lodging (Entertainment) to 731.6553 Clothing/Uniforms; transfer \$600 from 731.6694 Straw & Bedding to 731.6553 Clothing/Uniforms; transfer \$500 from 731.6978 Recognition & Awards to 731.6553 Clothing/Uniforms; transfer \$56 from 731.7349 Campbell County Roping to 731.7344.1 Rodeo Production; Transfer \$200 from 731.6102 Assoc. Comm. Dues & Fee to 731.7342 4-H & FFA Program Support; transfer 787.50 from 731.6161 Security Guards to 731.7342 4-H & FFA Program Support; transfer \$560 from 731.6972 Animals to 731.7342 4-H & FFA Program Support; transfer \$150 from 731.7350 Free Stage Shows to 731.7342 4-H & FFA Program Support; transfer \$700 from 731.6163.1 Superintendents to 731.6748 Other Operating Supplies; transfer \$20.30 from 731.6228 Other Professional Services to 731.6748 Other Operating Supplies; transfer \$744 from 731.6281 Automobile (Employee) to 731.6748 Other Operating Supplies; transfer \$2,092.63 from 731.6283 Meals & Lodging (Employee) to 731.6748 Other Operating Supplies; transfer \$278.18 from 731.6961 Buildings/Office to 731.6748 Other Operating Supplies; transfer \$184 from 731.6970 Port-A-John to 731.6748 Other Operating Supplies

Parks & Recreation - Transfer \$162 from 7701.6071 Printing/Special Forms to 7701.6532 Computer Supplies; transfer \$245 from 7702.6024.311 Skate Instructors to 7702.6024.310 Ice Arena Facility Monitor; transfer \$50 from 7702.6071 Print Special Forms to 7702.6092 Advertising; transfer \$610 from 7702.6777 Building Maintenance to 7702.6092 Advertising; transfer \$2,881 from 7704.6777 Building Maintenance to 7702.6517.4 Travel/Transportation; Transfer \$125 from 7704.6777 Building Maintenance to 7702.6517.5 Meals and Lodging; transfer \$580 from 7705.6517.4 Travel & Transportation to 7705.6102 Assoc., Comm., Dues & Fees; transfer \$580 from 7705.6517.5 Meals & Lodging to 7705.6102 Assoc., Comm., Dues & Fees; transfer \$254 from 7705.6024.308 Babysitting to 7705.6024.310 Facility Monitor; transfer \$2,100 from 7705.6024.303 Pool Staff-Instructor to 7705.6024.314 Receptionist

Public Works - Transfer \$8,275 from 083.7271.36 NLF Hazardous Waste Facility to 831.7238 Landfill Capital Outlay; transfer \$ 2,000 from 481.6517.4 Travel/Transportation to 481.6673 Gasoline; transfer \$100 from 481.6617.5 Meals/Lodging to 481.6963 Equipment Rental; transfer \$2,000 from 481.6153.2 Staff Development to 481.6750.3 Custodial Equipment

LINE ITEM TRANSFER AND MINUTES CORRECTION:

Board of Commissioners Regular Meeting, May 21, 2019 – Public Works, Amount transferred 081.6321 Misc. Services to 081.6092 Advertising was \$12,000 and the correct amount is \$1,200.

MALT BEVERAGE PERMITS:

Shaunda Bohl, Gillette Stock Car Racing Association, for races at Thunder Speedway in the spectator area on July 27, 2019; August 3, 2019; August 10, 2019; August 17, 2019; August 30, 2019; August 31, 2019; September 1, 2019.

OFFICIAL BOND & OATH:

Rocky Point – Rebecca Ann Vondrak

Village of Heritage – Rebecca Ann Vondrak

POSITION VACANCY JUSTIFICATIONS:

Children’s Developmental Services – Early Childhood Instructor

Public Works – Facilities Maintenance Tech I or II

Road & Bridge – Equipment Operator I or II

SOFTWARE CONTRACT AMENDMENT:

Tyler Technologies Project and Grant Accounting Software and Services acquisition, \$33,678.00.

HAND WARRANTS:

CCCBT	\$196,122.93
CCEHBTA – Health	659,055.78
CCEHBTA – Dental	42,666.80
Delta Dental Plan of Wyoming	2,023.20
Linda M. Rook	135.98
Campbell County Clerk Tax Account	20,137.43
Campbell County Treasurer	1,766.66
Campco Federal Credit Union	950.00
Great West Trust Company	2,495.00
Campbell County Clerk Tax Account	304,281.51
Campbell County Park & Recreation Activity Fund	23.00
Campbell County Treasurer – HSA	32,549.30
Campco Federal Credit Union	276.01
Great West Trust Company	38,044.28
Wyoming Child Support	918.59
State of Wyoming – WAG Criminal Investigation	78.00

Commissioner Christensen moved to approve all items of the Consent Agenda as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

There was no Public Comment or Transcparency given.

Commissioner Shelstad moved to approve the Third Amendment to the Contract between Campbell County and the Wyoming Department of Health, Public Health Division, concerning Maternal and Child Health and Public Health Preparedness and Response, increasing the total Contract dollar amount from \$224,088 to \$547,176, upon execution of all signatures through June 30, 2020, as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Christensen moved to approve the Grant Agreement between the Federal Aviation Administration and Campbell County for Gillette-Campbell County Airport Contract No. DOT-FA19NM-1006, AIP: 3-56-0012-045-2019, in the total amount of \$4,620,000 to Construct Taxiway A (phase II construction) and Reconstruct Taxiway A2 and A3 (phase III construction), as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Shelstad moved to approve the Certificate of State Grant-in-Aid and Grant Agreement between the Wyoming Department of Transportation, Aeronautics Division, and Campbell County for Gillette-Campbell County Airport State Project Number: AGCC69B and FAA Project Number: 3-56-0012-045-2019, in the total amount of \$184,800 in State funding and \$123,200 in Local funding to Relocate Taxiways D and B, and connect parallel Taxiway A to E, relocate and connect taxiways, and associated work, as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Maul moved to appoint Dan Beard and Aric See to serve on the Board of Directors on the Cottonwood Improvement and Service District and the appointment shall be valid until the next election held by the District in November 2020, in accordance with the Special District Act, as presented. Commissioner Shelstad seconded the motion. All Voted-Aye. Carried.

Commissioner Maul moved to approve the Order on the Petition for Enlargement of Bennor Estates Phase I Improvement and Service District, determining that an election need not be held, in accordance with Wyoming Statute § 22-29-301, as presented. Commissioner Christensen seconded the motion. All Voted-Aye. Carried.

Commissioner Christensen moved to approve the Service Provider Agreement between Campbell County and Personal Frontiers, Inc. to provide Adult Treatment Court Services for the Adult Treatment Court Program and the DUI Treatment Court, in an amount not to exceed fees outlined in Exhibit I, \$49,088, from July 1, 2019 to June 30, 2021, as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Christensen moved to approve the Congestion Mitigation Air Quality (CMAQ) Subrecipient Agreement for FY 2018 between the Wyoming Department of Transportation and the Campbell County Board of Commissioners in a total federal award amount of \$366,000 and to include a twenty percent local match for a total project cost of \$457,500 on the Southern Campbell County Roads – Phase IV Dust Suppression Project, CFDA # 20.205 and Project Number CM18404, with a project end date of December 31, 2020, as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Del moved to approve the Congestion Mitigation Air Quality (CMAQ) Subrecipient Agreement for FY 2019 between the Wyoming Department of Transportation and the Campbell County Board of Commissioners in a total federal award amount of \$180,480 and to include a twenty percent local match for a total project cost of \$225,600 on the Southern Campbell County Roads – Phase V Dust Suppression Project, CFDA # 20.205 and Project Number CM19405, with a project end date of December 31, 2020, as presented. Commissioner Christensen seconded the motion. All Voted-Aye. Carried.

Commissioner Christensen moved to approve the Facility Maintenance Agreement between Campbell County, the City of Gillette, the Town of Wright and Campbell County Joint Powers Fire Board routine building and parking lot maintenance on Fire Board Facilities outlined Exhibit A of this Agreement, effective July 1, 2019, as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Shelstad moved to approve the Professional Services Agreement with Humphries Poli Architects (HPA) to conduct the Campbell County Branch Library Phase I Feasibility Study, in a total amount not to exceed \$39,985, as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Christensen moved to approve the Easement Agreement between Blackjewel LLC and Campbell County to utilize a portion of property for an upgradient monitoring water well, for a period of five years upon agreement execution, as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Christensen moved to amend the previous motion regarding Service Provider Agreement between Campbell County and Personal Frontiers, Inc. to provide Adult Treatment Court Services for the Adult Treatment Court Program and the DUI Treatment Court, in an amount not to exceed fees outlined in Exhibit I, from July 1, 2019 to June 30, 2021, as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Christensen moved to approve the Cooperative Agreement for Responsibilities between the Wyoming Department of Family Services Child Support Enforcement and the Campbell County Clerk of the District Court to delineate the mutual responsibilities between the Department of Family Services and the Clerk of the District Court according to federal law, rules and policies regarding Title IV-D of the Social Security Act as amended, for the period of July 1, 2019 to June 30, 2020, as presented. Commissioner Shelstad seconded the motion. All Voted-Aye. Carried.

Commissioner Christensen moved to approve the Amended Ownership, Maintenance and Operation Agreement for the Gillette College Pronghorn Center and Soccer Pitch, as presented. Commissioner Shelstad seconded the motion. All Voted-Aye. Carried.

A public hearing was held at 10:15 AM for the purpose of budget transfers for FY 2018-2019.

Commissioner Shelstad moved to approve the FY 2018-19 budget amendments:

- Increase 1% Vehicle Depreciation Budget 020.7267.03 by \$355,682
- Increase 1% Cash Carryover 020.5999 by -\$355,682
- Increase 1% Fire Funding 020.7253.10 by \$23,807.81
- Increase 1% Transfer from 1% Optional 025.5950 by -\$23,807.81
- Increase General County Vehicle Depreciation Budget 013.7267.03 by \$242,216
- Increase General County Cash Carryover 1.5999 by -\$242,216
- Increase General County Vehicle Depreciation/Camplex 013.7267.05 by \$17,314
- Increase General County Cash Carryover 1.5999 by -\$17,314
- Increase Bioterrorism 502.6022-6042 by \$13,200

Increase General County Cash Carryover 1.5999 by -\$13,200
 Increase Communicable Disease 507 by \$23,000
 Increase Communicable Disease Revenue 1.4392.20505 by -\$23,000
 Increase General County Land Budget 800.7131 by \$2,900,318
 Increase General County Transfers In 1.5980 by -\$2,900,318
 Increase General County Land Budget 800.7131 by \$3,745,755
 Increase General County Transfers In 1.5980 by -\$3,745,755

Commissioner Maul seconded the motion. All Voted-Aye. Carried.

A public hearing was held at 10:30 AM for the purpose of hearing a re-zoning request for a portion of the Southwest 1/4 Northwest 1/4, Section 11, Township 49 North, Range 72 West.

Commissioner Shelstad moved to approve the re-zoning request for Mike Schaan, Case Number 19.01 COZ, to re-zone 21.27 acres from A-L (Agriculture) to I-2 (Heavy Industrial District), located on a portion of the Southwest 1/4 Northwest 1/4, Section 11, Township 49 North, Range 72 West, as recommended and presented by the Campbell County Planning Commission and Department of Public Works. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

A public hearing was held at 10:40 AM for the purpose of hearing a zoning request for a portion of the Southeast 1/4 Northwest 1/4, Section 17, Township 50 North, Range 69 West.

Commissioner Christensen moved to approve the zoning request for Double Tree Estates, Jeffrey and Michele Swaney, Case Number 19.02 COZ, to subdivide and zone 40.91 acres into five lots, ranging from 5.00 to 18.81 acres in size, from un-zoned to R-R (Rural Residential District), located on a portion of the Southeast 1/4 Northwest 1/4, Section 17, Township 50 North, Range 69 West, pending the filing of the final plat, as recommended and presented by the Campbell County Planning Commission and Department of Public Works. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Shelstad moved to approve Road Resolution 2014 on the Final Order in the matter of the alteration of Reno Road, as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Christensen moved to approve the amendments to the proposed budget for Fiscal Year 2019-20:

Increase General Fund Salaries, Taxes & Benefits 012.6022-6046	1,928.	Commissioners
Increase General Fund Expense 013.6103.1	2,000.	Commissioners
Increase General Fund Expense 013.6146	100,000.	Commissioners
Increase General Fund Salaries, Taxes & Benefits 40220	70,441.	ADC
Increase General Fund Salaries, Taxes & Benefits 40221	36,252.	JFDC
Increase General Fund Salaries, Taxes & Benefits 021.6022-6046	4,958.	Clerk
Increase General Fund Salaries, Taxes & Benefits 031.6022-6046	1,627.	Treasurer
Increase General Fund Salaries, Taxes & Benefits 041.6022-6046	967.	Assessor
Increase General Fund Salaries, Taxes & Benefits 051.6022-6046	36,276.	Sheriff
Increase General Fund Salaries, Taxes & Benefits 052.6022-6046	17,119.	Sheriff-Jail
Increase General Fund Salaries, Taxes & Benefits 053.6022-6046	1,016.	Sheriff-Animal Ctrl

Increase General Fund Salaries, Taxes & Benefits	055.6022-6046	28,821.	Sheriff-Court Security
Increase General Fund Salaries, Taxes & Benefits	061.6022-6046	9,286.	Attorney
Increase General Fund Salaries, Taxes & Benefits	081.6022-6046	3,807.	Public Works
Increase General Fund Salaries, Taxes & Benefits	082.6022-6046	6,519.	Landfill
Increase General Fund Salaries, Taxes & Benefits	101.6022-6046	605.	Extension
Increase General Fund Salaries, Taxes & Benefits	141.6022-6046	16,334.	Road & Bridge
Increase General Fund Salaries, Taxes & Benefits	231.6022-6046	10,706.	ITS
Increase General Fund Salaries, Taxes & Benefits	411.6022-6046	48,601.	Emergency Mgmt
Increase General Fund Expense	411.6517.2	500.	Emergency Mgmt
Increase General Fund Expense	411.6517.4	500.	Emergency Mgmt
Increase General Fund Expense	411.6517.5	250.	Emergency Mgmt
Increase General Fund Salaries, Taxes & Benefits	451.6022-6046	831	Juvenile Probation
Increase General Fund Salaries, Taxes & Benefits	481.6022-6046	3,482.	Maint/Custodial
Increase General Fund Salaries, Taxes & Benefits	501.6022-6046	3,338.	Health Nurse
Increase General Fund Salaries, Taxes & Benefits	503.6022-6046	807.	WIC
Increase General Fund Expense	503.6517.2	-807.	WIC
Increase General Fund Salaries, Taxes & Benefits	701.6022-6046	5,477.	CDSCC
Increase General Fund Expense	701.6517.5	1,500.	CDSCC
Increase General Fund Salaries, Taxes & Benefits	702.6022-6046	1,829.	CDSCC-Preschool
Increase General Fund Salaries, Taxes & Benefits	703.6022-6046	6,996.	CDSCC-Spec Ed
Increase General Fund Salaries, Taxes & Benefits	711.6022-6046	3,826.	Library
Increase General Fund Expense	711.6283	1,500.	Library
Increase General Fund Salaries, Taxes & Benefits	713.6022-6046	41,423.	Library-Main Branch
Increase General Fund Salaries, Taxes & Benefits	714.6022-6046	877.	Library-Wright Branch
Increase General Fund Salaries, Taxes & Benefits	721.6022-6046	876.	Museum
Decrease General Fund Salaries, Taxes & Benefits	751.6022-6046	-494,578.	Airport
Increase General Fund Salaries, Taxes & Benefits	761.6022-6046	748.	Weed & Pest
Increase General Fund Salaries, Taxes & Benefits	7701.6022-6046	1,999.	Parks & Rec
Increase General Fund Salaries, Taxes & Benefits	7703.6022-6046	576.	Parks & Rec-Wright
Increase General Fund Salaries, Taxes & Benefits	7704.6022-6046	3,355.	Parks & Rec-Parks
Increase General Fund Salaries, Taxes & Benefits	7705.6022-6046	1,208.	Parks & Rec-Rec Div
Increase General Fund Salaries, Taxes & Benefits	7710.6022-6046	2,900.	Parks & Rec-Bell Nob
Increase General Fund Salaries, Taxes & Benefits	7701.6022-6046	5,128.	Parks & Rec-Intramural
Increase General Fund Expense	860.7211	2,800.	ITS
Increase General Fund Expense	860.7221	710.	ITS
Increase General Fund Expense	860.7241	4,600.	ITS
Increase General Fund Expense	905.7202	9,755.	Museum
Decrease 1% Expense	020.7085.33	-11,308.	Dist Support Grant
Increase 1% Expense	020.7253.10	123,750.	Fire Dept Capital
Increase 1% Expense	025.6379.01	123,750.	Fire Dept Capital
Increase 1% Cash Carryover	020.5999	-112,442.	Fire Dept Capital
Decrease General Fund Revenue	1.5541.1	82,155.	Wyoming Lottery
Increase Weed & Pest Appropriation	760.5751	-748	Weed & Pest

Commissioner Maul seconded the motion. All Voted-Aye. Carried.

Commissioner Christensen moved to approve Resolution #2013 for the adoption of the Fiscal Year 2019-2020 County Budget, pursuant to Wyoming Statute 16-4-111(a), as presented.

Commissioner Shelstad seconded the motion. All Voted-Aye. Carried.

ADOPTION OF COUNTY BUDGET FOR FISCAL YEAR 2019-2020

RESOLUTION NO. 2013

WHEREAS, a summary of the proposed budget for Fiscal Year (FY) 2019-2020 was entered into the minutes of the Board of County Commissioners on June 4, 2019 and was published in the Gillette News Record on June 7, 2019 pursuant to W.S. 16-4-109(a); and,

WHEREAS, the Board of County Commissioners held a public hearing on the proposed budget on June 17, 2019; and,

WHEREAS, following the public hearing certain alternatives and revisions were made in such proposed budget, all of which fully appears in the minutes of this Board.

NOW, THEREFORE, BE IT RESOLVED that pursuant to W.S. 16-4-111(a), the Fiscal Year 2019-20 Budget for Campbell County, as amended, is adopted, as attached; and the following appropriations are made:

Elected Offices	
County Assessor	\$ 1,241,462
County Attorney	\$ 3,403,978
County Clerk	\$ 3,261,692
County Clerk of District Court	\$ 1,623,444
County Commissioners	\$ 6,136,114
County Coroner	\$ 277,938
County Sheriff	\$18,396,583
County Treasurer	\$ 1,366,599
Departments & Appointed Boards	
Airport Board	\$ 1,982,698
Children's Developmental Services	\$ 6,138,417
Cooperative Extension Service	\$ 434,518
Emergency Management	\$ 241,332
Fair Board	\$ 637,109
Fleet	\$ 126,373
Human Resources	\$ 2,194,901
Information Technology	\$ 2,858,680
Juvenile Probation	\$ 1,115,615
Law Library	\$ 4,250
Library Board	\$ 3,870,392
Museum Board	\$ 529,965
Parks & Recreation Board	\$ 6,171,023
Public Health Board	\$ 3,029,336
Public Works	\$ 7,574,626
Road & Bridge	\$ 6,213,091
Joint Powers Boards	
Fire Board (including 1% & Construction)	\$ 4,798,717
Public Land Board (CAM-PLEX)	\$ 4,621,940
General	
Capital Construction	\$13,335,500
Capital Outlay	\$ 3,048,909
E-911 Equipment Fund	\$ 551,000
Optional Sales Tax (1%)	\$ 7,454,108

Grants	\$11,778,982
Payment in Lieu of Taxes (PILT)	\$ 2,350,000
Vehicle Replacement Fund	\$ 1,179,325
Campus Maintenance	\$ 50,000
Gaming Funds	\$ 364,000
TOTAL BUDGET	\$128,362,617

Severability: If any provision of this resolution is held or deemed inoperative or unenforceable, the same shall not affect any other provision or directive which can be independently construed.

ADOPTED this 18th day of June 2019.

BOARD OF COUNTY COMMISSIONERS
CAMPBELL COUNTY, WYOMING

Commissioner Shelstad moved to adopt the Fiscal Year 2019-2020 Budget Message, pursuant to Wyoming Statute 16-4-101(d), as presented. Commissioner Maul seconded the motion. All Voted-Aye. Carried.

BUDGET MESSAGE FISCAL YEAR 2019-2020

Introduction

W.S. 16-4-104(d) requires that each proposed and adopted budget be accompanied by a budget message in explanation of the budget, containing an outline of the proposed financial policies for the budget year, and a description of the important features of the budgetary plan. It must also include the reasons for changes from the previous year in appropriation and revenue items and explain any major changes in financial policy.

Financial Policies

Campbell County Government shall continue to be governed by the Fiscal Policies and Procedures Manual adopted by the Board of Commissioners on March 5, 1991, and as subsequently amended by the Board.

Important Features of the Budgetary Plan

For the fiscal year 2019/2020 budget, beginning July 1st, the highest priority is to appropriately fund the operational budgets of county offices, departments, and boards in order to provide the public with those services identified and required under Wyoming Statute. Annually, the Board of Commissioners reviews and determines the total mill to be levied, based upon budgetary needs. Historically, the Board has set the mill levy below the maximum level of twelve (12) mills, and this year that direction continues with a mill levy of 11.286. Under the Constitution of the State of Wyoming, Article 15 § 5, County levies are limited: For county revenue, there shall be levied annually a tax not to exceed twelve mills on the dollar for all purposes including general school tax, exclusive of state revenue, except for payment of public debt and the interest thereon.

Providing the necessary infrastructure to effectively deliver county services continued to be a priority in the current fiscal year ending June 30, 2019. Project and activities include:

- Completion of Garner Lake Road Extension Phase I, opened in November;
- Acquisition of Courthouse Annex space to effectively consolidate County offices and meet future judicial requirements;
- Acquisition of operation ready property for re-location of the Road & Bridge Department;

- Garner Lake Road Extension Phase II is under construction and is scheduled to be completed in 2019/20;
- Remediation of Westover Road Landfill, #1, including monitoring wells is underway;
- Completion of CCSD Bonds and dissolution of Joint Powers Recreation Project Board, and;
- Architect, Exhibit Design Firm and CMAR were selected for the expansion of the Rockpile Museum at the existing location, and due to current economic conditions, this project is on hold.

For fiscal year 2019/2020, the emphasis will be on completing and/or making continued significant construction progress on the projects listed above, and includes:

- design and engineering for Courthouse Annex renovation.
- completion of the Airport Master Plan;
- ongoing maintenance and enhancements to the County Road System;
- study of George Amos Memorial Building for potential Branch Library utilization;
- design and engineering for relocation of Road & Bridge to the Hannum site, and;
- continued efficiency and security upgrades to County Buildings.

In fiscal year 2018-2019, the Board of Commissioners budgeted and deposited \$1,000,000.00 in the Capital Replacement Reserve account. The Capital Replacement Reserve was established in 1991 to address the long-term maintenance and depreciation of Campbell County facilities and equipment. By June 30, 2019, this fund will be approximately \$92 million, with accrued interest. Additional investments are budgeted for the balance of infrastructure accounts held by the County.

The Optional 1% Sales Tax budget is \$8,671,115 in FY 2019-2020 including the Joint Powers Fire Board allocation; this is an increase of \$1.9 million dollars from FY 18/19, or twenty eight percent (28.72%). This budget is reflective of a continued increase in sales tax revenues and aligned with projected expenditures for the new fiscal year. Optional 1% funds continue to be used for projects and activities approved by the citizens of Campbell County every four years, which include County roads and equipment, operating funding for the Senior Center and local Human Services Providers, public safety equipment, landfill improvements and equipment, Gillette College, Library collection and Museum activities, Veteran's services, School Security and additional youth programs. The Optional One Percent Sales Tax was approved by the voters for another four (4) years in the November 2018 general election.

The FY 2019-20 County Budget separated by expenditure category:

Total Operating	70.35%
(Wages & Benefits 47.09%)	
Total Capital	3.29%
Total Capital Construction	10.43%
Optional 1% Sales Tax	6.76%
Grants	9.17%
	100.00%

Reasons for Changes in Appropriations

The assessed valuation for Campbell County will increase slightly over the previous fiscal year, by \$28.6 million dollars. The budget for Fiscal Year 2019/20 will rise from \$111,895 million to \$128,362 million, a change of almost fifteen percent (14.71%). The Board of Commissioners has efficiently organized and budgeted judiciously acknowledging the continued stabilization of the assessed valuation for the upcoming fiscal year. It is anticipated the assessed valuation may decline in subsequent years. The 2019/2020 fiscal year budget is focused on maintaining a steady level of services for the citizens of Campbell County, within available

resources and investing wisely in infrastructure and capital to successfully address future needs. This includes preserving an efficient operating budget, supporting employees on the services they provide, and maintaining the age of physical plant for County facilities with cost-effective, long-lasting buildings.

A merit adjustment has been budgeted for eligible County Employees and a fifteen percent increase in health insurance premiums is proposed in fiscal year 2019/20. In addition, deductible and co-payment amounts will be adjusted, along with continued premium sharing for Employees opting out of the high deductible health program.

Reasons for Changes in Revenue

The assessed valuation for Campbell County in 2019/2020 will increase by an estimated \$29 million, to total of \$4,456,909,709. This is a very moderate change, attributed to the current economic conditions with our local energy industry and a sustained rebound in private investment and purchasing. A continued stability in revenue is projected for the next fiscal year.

Federal and state grants in the areas of drug courts, juvenile justice, law enforcement, health and welfare, and public infrastructure continue to fluctuate, indicative of state general fund budget constraints and federal budget funding reallocation.

Major Changes in Financial Policy

There are no major changes in financial policy at this time.

APPROVED this 18th day of June 2019.
BOARD OF COUNTY COMMISSIONERS
CAMPBELL COUNTY, WYOMING

Commissioner DG Reardon left the meeting at 11:20 AM.

A workshop was held with the Wyoming Department of Transportation on the Annual State Transportation Improvement Program (STIP) and Highway 59.

There being no further business to come before the Board of Commissioners, the meeting was adjourned at 1:05 PM. The next regular meeting of the Commissioners will be held Tuesday, July 2, 2019, at 9:00 AM in the Commissioners Chambers in the Courthouse.



Susan F. Saunders, Clerk
Board of County Commissioners



Commissioner
Board of County Commissioners