

BOARD OF COUNTY COMMISSIONERS
MINUTES OF PROCEEDINGS
December 16, 2025

The regular meeting of the Board of County Commissioners was brought to order at 2:30 p.m. by Chairman Dave North. Those in attendance were Commissioner Jim Milne, Commissioner Peter Nicolaysen, Commissioner Dallas Laird, Commissioner Casey Coates, County Attorney Leda Pojman, Clerk Tracy Good and Michelle Maines, Commissioners' Assistant. Chairman North opened the meeting with prayer.

Appointments & Discussion:
Rob Hill & Joe Feiler spoke regarding Career Technical Education. No action was taken. Ashley Smith, Deputy County Attorney & Kelly Wessels, Executive Director-Community Action Partnership of NC presented and spoke regarding proposed changes to the Administration of the Healthcare for the Homeless Program Agreement. Commissioner Coates moved to approve the Administration of the Healthcare for the Homeless Program Agreement. Commissioner Milne seconded the motion. Motion carried.

Ashley Smith, Deputy County Attorney and Anna Kinder, CNCHD Director presented and spoke regarding proposed changes to the Real Property Lease 8-09824 between CNCHD and State of WY Department of Administration & Information, General Services Division – WIC.

Commissioner Nicolaysen moved to approve Real Property Lease 8-09824 between CNCHD and State of WY Department of Administration & Information, General Services Division – WIC with the addition of “approval as to form from the NC County Attorney’s Office” added to the signature page. Commissioner Milne seconded the motion. Motion carried. This agreement does not have a signature line for the BOCC Chairman.

Garrett Rothenhoeffer, Facilities Director presented the preliminary NC Workplace Heating Policy. No action taken. Further discussions with Elected Officials and Department Heads will be scheduled.

Leda Pojman, County Attorney gave the Legal Update and presented Resolution 57-25 Adopting the Attorney’s Names to be Forwarded to the Seventh Judicial District Court for Defense of Involuntary Commitment Proceedings (Title 25). Resolution needs to have the individual attorney names instead of the business names or llc. Changes will be made and presented at the next meeting.

Commissioner Nicolaysen moved to go into executive session for the purpose of personnel, legal advice and litigation. Commissioner Milne seconded the motion. Motion carried.

Commission took a straw poll regarding 2026 leadership. Chairman will be Commissioner Milne and Vice Chairman will be Casey Coates. No further action was taken.

Contracts, Agreements, Resolutions:
Commissioner Milne moved to amend the Regular Agenda on item VIII A to include Resolution 57-25. Commissioner Coates seconded the motion. Motion carried. No action taken; changes were made and will be placed on the next meeting.

Consent Agenda:
Commissioner Coates moved for approval the Consent Agenda. Commissioner Milne seconded the motion. Motion carried.

Public Hearings:
A. ZC25-01 UR to UA-A request

by Luke Ginsbach on behalf of Phillips Rael for a Zone Change from the Urban Residential (UR) zoning district to Urban Agriculture (UA) zoning district. The property is located at 4026 SE WY Blvd; parcel 33792140001600. Sabrina Kemper, Planner gave the report. Chairman North opened the public hearing. Speaking in favor: Judy Jones (Casper) and Rozmaring Czaban (NC resident). Speaking in opposition: none. Hearing no comments, Chairman North closed the public hearing. Commissioner Coates moved for denial of the Zoning Change in recognition of staff findings of facts as well as the planning and zoning commission findings. Commissioner Nicolaysen seconded the motion. Commissioner Laird was opposed. Motion carried.

B. VC25-03 Rattlesnake Bend Tower-A variance request made by Rocky Mountain Towers for the setback requirements on a cell tower which is 2 : 1 height ratio. Tower will be located North of State Hwy 220 approximately 37 miles SW of Casper; parcel 30841830000500 Sabrina Kemper, Planner gave the report. Chairman North opened the public hearing. Speaking in favor: Shelly Neace, Rocky Mountain Tower Company. Speaking in opposition: none. Hearing no comments, Chairman North closed the public hearing. Commissioner Milne moved for approval of the Zone Change incorporating all staff findings and facts. Commissioner Laird seconded the motion. Motion carried.

Public Comments:
Chairman North opened the floor to public comments. Rozmaring Czaban (NC Resident). Hearing no further comments, the floor was closed. Commissioner Comments:
Chairman North opened the floor to Commissioner comments. Hearing no further comments, the floor was closed. Commissioner Nicolaysen and Commissioner Milne resigned from the NC Parks and Recreation System Board of Trustees effective immediately.

Commissioner Milne moved to go into executive session for the purpose of personnel. Commissioner Coates seconded the motion. Motion carried. Adjournment:
There being no further business to come before the Board of Commissioners, Chairman North adjourned the meeting at 7:00 p.m. BOARD OF NATRONA COUNTY COMMISSIONERS
Jim Milne, Chairman
ATTEST:
NATRONA COUNTY CLERK
Tracy Good, County Clerk
CONSENT AGENDA
I. APPROVAL OF DECEMBER 2, 2025 MEETING MINUTES
APPROVAL OF JULY 21, 2025 SPECIAL MEETING MINUTES
APPROVAL OF NOVEMBER 19, 2025 SPECIAL MEETING MINUTES
II. APPROVAL OF BILLS
\$5,658,314.68: 12-24 CLUB INC \$2,815.33; A&I / ST OF WY ENT TECH \$53.17; ABC LEGAL SVCS \$356.00; ABSOLUTE SOFTWARE \$5,000.00; ADVANCE STORES CO INC, DBA ADVANCE AUTO PARTS \$1,588.02; ADVANCED NETWORK MANAGEMENT INC \$35,908.44; AFLAC PREMIUM HOLDING \$2,547.18; AG DEPT \$9,762.94; ALL TREES \$7,000.00; ALSCO \$357.68; ALUMITECH \$3,672.43; AMAZON CAPITAL SVCS \$632.45; AMBI MAIL &

MARKETING \$12,302.26; ASSESSOR \$65,928.56; ASSURED DATA PROTECTION \$25,198.00; AT&T MOBILITY \$4,231.33; ATLAS OFFICE PROD \$7,382.00; AXON ENTERPRISE INC \$260,600.54; BACK COUNTRY DOCTOR DPC \$1,000.00; BAYCOM INC \$18,366.75; BLAKEMAN PROPANE \$436.32; BRENT, KAREN \$225.00; BUREAU VERITAS TECHNICAL ASSESSMENTS \$9,106.78; BUSTARD’S FUNERAL HOME INC \$3,000.00; CAPITAL BUSINESS SYS \$2,090.90; CAPITAL BUSINESS SYS INC \$466.38; CASH-WA DISTRIBUTING \$2,381.26; CASPER MFG INC DBA CMI-TECO \$174.07; CASPER- NC HEALTH DEPARTMENT \$61,330.33; CASPER ORTHOPEDIC ASSOCIATES \$4,524.00; CASPER TIRE INC \$1,796.00; CENTRAL FAIR & RODEO \$116,376.60; CENTURY LINK-CAROL STREAM \$4,729.93; CENTURLINK \$4,785.16; CIRCUIT COURT OF THE SEVENTH \$824.93; CITY OF CASPER \$51,068.62; CITY OF MILLS/UTILITY SVC \$540.90; CIVIL ENGINEERING PROFESSIONALS \$775.00; CLERK OF COURT/ADMIN \$65,921.30; CLERK OF DISTRICT COURT \$3,107.00; CLERK/ADMIN \$82,845.32; COCA-COLA BOTTLING CO \$484.52; COLONIAL LIFE & ACCIDENT INS \$73.47; COLUMN SOFTWARE PBC \$301.00; COMMISSION/ADMIN \$14,583.35; COMMISSION/ COUNTY ATTORNEY \$26,713.10; COMMISSION/ COUNTY DEV \$46,561.79; COMMISSIONER/HR & RISK \$14,080.55; COMMISSIONERS/ MAINT. SALARIES \$28,584.04; COMMUNICATION TECHNOLOGIES INC \$2,251.71; CORNERSTONE PROGRAMS CORP \$203,413.73; CORONER \$25,554.77; COWBOY CHEMICAL \$1,399.65; CROSSROADS COUNSELING \$5,000.00; CSE \$48,408.87; CUMMINGS, CLINT T \$700.00; CY ACE HARDWARE \$367.53; DECKER AUTO GLASS \$2,846.11; DEWITT WATER SYS \$40.00; DOOLEY OIL/ CASPER \$18,215.02; DRUG COURT \$21,151.41; EAGLE UNIFORM & SUPPLY CO \$179.18; ENERGY LABORATORIES INC \$126.00; ENGINEERING ECONOMICS INC \$11,770.53; ENVIRONMENTAL & CIVIL SOLUTIONS \$2,569.85; FEDERAL EXPRESS \$10.95; FERGUSON ENT #3007 \$247.48; FREMONT COUNTY CORONER \$3,850.00; FREMONT MOTOR CASPER INC \$755.66; GEOTEC INDUSTRIAL SUPPLY \$2,650.00; GRAINGER \$2,377.53; GREINER FORD OF CASPER \$2,777.54; HEALTH SMART BENEFIT SOL \$688.00; HIGH PLAINS POWER INC \$160.00; HOLTHOUSE APPRAISAL GROUP \$12,750.00; HOMAX OIL SALES INC \$2,139.54; HOSE & RUBBER SUPPLY \$8.43; HP INC \$834.16; IMPERIAL PUMP SOLUTIONS \$4,146.25; INSIGHT PUBLIC SECTOR INC \$892.13; INSTALLATION & SVC CO INC \$535.20; IT \$55,197.43; J.D. POWER AND ASSOCIATES \$505.00; JESSEE, TAYLOR \$80.00; JOHNSON, BRETT \$355.00; JOHNSTONE SUPPLY \$52.99; KIMBALL MIDWEST \$1,011.92; KNIFE RIVER MATERIALS \$24,255.77; LARAMIDE GROUP \$2,387.02; LEE ENTERPRISES ADVERTISING \$347.80; LETZ’S

TV & APPLIANCE \$177.95; LIFETIME HEALTH & FITNESS \$229.60; MAO PHARMACY INC \$10,427.43; MATTHEW BENDER & CO/DALLAS \$508.62; MERCER FAMILY RESOURCE CENTER \$19,587.05; MISSION SQUARE \$80.00; MOA ARCHITECTURE \$39,375.00; MOUNTAIN WEST TECHNOLOGIES \$702.00; MOUNTAIN WEST VALUATIONS \$2,800.00; NAPA AUTO PARTS \$1,499.39; NC EMPLOYEE \$479,174.23; NC IMPREST ACCOUNT S/O \$2,560.64; NC TREASURER \$385,919.71; NEWCOMER FUNERAL HOME & CREMATORY \$4,500.00; NORCO SEATTLE \$355.32; ORCHARD TRUST \$41,803.88; OSTBERG, CARINA \$11,390.00; OUTPATIENT RADIOLOGY \$2,732.88; PARKS DEPT/LAKE \$12,385.79; PARKS DEPT/ MOUNTAIN \$17,874.75; PARSONS, SAMUEL C. \$12,337.69; PRONGHORN PROPANE \$1,363.60; PROUD TO HOST THE BEST INC \$25,000.00; R & B/ADMIN \$77,194.93; R & B/VEHICLE SVC \$13,269.60; RANGE \$42.00; RAPID FIRE PROTECTION \$342.50; REED, CHRIS \$33.05; RMP \$2,267.01; ROCKY MOUNTAIN ONCOLOGY CENTER \$13,662.35; SAMPSON CONSTRUCTION CO INC \$894,822.00; SANNER, EMILY DBA SANNER IT \$493.00; SCHENK, TIMOTHY H \$1,547.62; SHAMROCK FOODS CO \$5,593.24; SHERIFF/ADMIN \$375,039.71; SHERIFF/ COURTHOUSE SECURITY \$79,467.89; SHERIFF/ EMERGENCY MNGT \$11,590.79; SHERIFF/NEW JAIL \$497,308.49; SHOWTIME INDUSTRIES \$2,876.00; SINCLAIR FLEET TRACK \$735.19; SMITH PSYCHOLOGICAL SVCS \$7,683.54; SPECTRUM \$326.77; STRYKER SALES CORPORATION \$1,778.40; SUMMIT ELECTRIC \$1,133.99; SUPERIOR INDUSTRIAL SUPPLY & EQUIPT \$1,450.00; SUTHERLANDS \$575.37; SYNAPTEC SOFTWARE INC \$1,110.00; THE MASTER’S TOUCH \$4,001.03; THE SUPPLY CACHE \$4,408.14; TIM FORCE TIN SHOP INC \$140.39; TREASURER \$75,449.13; US FOODS INC \$11,909.80; VERIZON \$2,477.21; VITAL RECORDS CONTROL (VRC) \$422.65; WASHINGTON NATIONAL INS \$912.56; WEAR PARTS INC \$283.09; WESTERN SIGN & DESIGN \$2,191.00; WHIPPS, JAMES \$89.02; WHITE’S MOUNTAIN MOTORS \$1,076.76; WILLIAMS SCOTSMAN INC \$169.99; WINTER EQUIPT CO INC \$2,280.04; WLC ENGINEERING \$1,275.63; WY CHILD SUPPORT STATE DISBURSEMENT UNIT \$1,643.19; WY DEPT OF ENVIRONMENTAL QUALITY \$800.00; WY DEPT. OF WORKFORCE SVC \$20,308.53; WY ORAL & MAXIOFACIAL SURGERY \$3,805.00; WY RETIREMENT SYS \$323,853.82; WY STATE BAR \$110.00; WY STATE TREASURER’S OFFICE \$93,186.48; WYDOT-FINANCIAL SVCS \$5,128.35; Y2 CONSULTANTS \$828.75; YOUNGWILLIAMS INC \$15,000.00; YOUTH CRISIS CENTER INC \$14,052.18; 12-24 CLUB INC \$2,815.33; ABC LEGAL SVCS \$178.00; AIRGAS USA \$1,056.42; ALCOHOL & DRUG TESTING \$13,993.00; ALSCO \$356.22; AMAZON CAPITAL SVCS \$472.31; AMBI

MAIL & MARKETING \$23,324.75; ATLAS OFFICE PROD \$1,112.22; B&B RUBBER STAMP SHOP \$94.85; BAEDKE, ALYSSA N. \$250.00; BIG HORN ROOFING INC \$160.66; BLACK HILLS ENERGY \$10,952.72; BRENT, KAREN \$1,575.00; BROAD REACH HEALTH & WELLNESS \$180.00; BUFFALO BILL VILLAGE RESORT \$670.00; BUREAU VERITAS TECHNICAL ASSESSMENTS \$28,694.96; CAPITAL BUSINESS SYS \$35,417.57; CAPITAL BUSINESS SYS INC \$422.10; CAPITAL ONE \$65.38; CASH-WA DISTRIBUTING \$9,773.07; CASPER BOAT CLUB \$152.74; CASPER MARINE & RECREATION \$35,758.17; CASPER MFG INC DBA CMI-TECO \$319.12; CASPER- NC HEALTH DEPARTMENT \$600.00; CASPER ORTHOPEDIC ASSOCIATES \$1,056.06; CASPER TIRE INC \$730.00; CASTEEL II, ROBERT S \$6,442.30; CENTURLINK \$1,519.02; CITY OF CASPER \$8,380.79; CITY OF MILLS/ UTILITY SVC \$540.90; COCA-COLA BOTTLING CO \$451.18; COLUMN SOFTWARE PBC \$479.39; COMMUNICATION TECHNOLOGIES INC \$172.00; CONCORDANCE HEALTHCARE SOLUTIONS \$129.45; CORMICAN, ANN \$90.64; COTTON, TIMOTHY C PC \$7,293.34; COWBOY CHEMICAL \$449.20; CRUM ELECTRIC SUPPLY CO \$136.26; DIAMOND VOGEL PAINT CENTER-CASPER \$242.50; DOVALA, MEGAN \$250.00; EAGLE UNIFORM & SUPPLY CO \$179.18; EAST PENN MANUFACTURING \$579.52; ENGELHART LAW \$6,571.48; FIRST INTERSTATE BANK \$32,266.13; FREMONT COUNTY CORONER \$2,275.00; GASTROENTEROLOGY ASSOCIATES PC \$698.00; GREINER FORD OF CASPER \$45,160.00; HARDEN, CHAD E \$6,399.75; HIGH PLAINS POWER INC \$320.00; HOFFMAN, DONNA \$20.00; HOMAX OIL SALES INC \$414.15; INLAND TRUCK PARTS & SVC \$135.07; JACOBSEN, JODDEE \$119.40; JDC INVESTIGATIONS \$1,400.00; JOHN DEERE FINANCIAL \$63.98; JOHNSON, BRITTANY \$156.00; JOHNSTONE SUPPLY \$523.30; JORDAN VALLEY DERMATOLOGY \$216.42; KAUFMAN, JAHNA K \$400.00; KIESTER, JILL \$315.00; LEADS ONLINE \$3,922.00; LETZ’S TV & APPLIANCE \$177.95; LUMEN \$849.60; MAO PHARMACY INC \$374.37; MUNDAY, JON \$22.25; NAPA AUTO PARTS \$1,459.96; NC TREASURER \$14,602.17; NORCO SEATTLE \$3,214.94; OUTPATIENT RADIOLOGY \$270.53; PACIFIC STEEL & RECYCLING \$378.17; PAULSON, SAMANTHA \$50.00; PEDEN’S INC \$50.00; POST, JERRY PSY.D., PC \$4,720.00; PRECISION WINDOW TINTING \$150.00; PRESCOTT, KATRINA M. \$2,500.00; PROCESS SVC OF WY INC \$840.00; PRONGHORN PROPANE \$875.00; RAMKOTA HOTEL \$119.00; RANGE \$42.00; RICOH USA INC \$941.34; RMP \$44,388.66; ROCKY MOUNTAIN ONCOLOGY CENTER \$13,662.35; SAM’S CLUB/ SYNCHRONY BANK \$733.21; SANNER, EMILY DBA SANNER IT \$493.00; SHAMROCK FOODS CO \$11,261.96; SHERIDAN MOTORS \$79,338.00; SHIRTS & MORE \$36.00; SINCLAIR

FLEET TRACK \$960.93; SMITH PSYCHOLOGICAL SVCS \$400.00; SPECIALIZED PATHOLOGY CONSULTANTS PC \$1,360.00; SPECTRUM \$372.36; THE MASTER’S TOUCH \$116.00; THOMSON REUTERS \$730.58; TLC CLEANING \$28,855.00; US FOODS INC \$14,037.53; VERIZON \$1,923.90; VITAL RECORDS CONTROL (VRC) \$379.88; WARRIOR KIT SAFETY & SURVIVAL GEAR \$1,178.00; WASH AND GLOW II \$78.30; WEE ONE HEALTHCARE \$7,725.00; WESTERN WY LOCK & SAFE \$24.00; WHIPPS, JAMES \$46.62; WILLADSON, AMI \$15.10; WILLOUGHBY, PHILLIP T. \$8,750.00; WIMACTEL INC \$115.50; WOOD, CINDI ATTNY AT LAW \$6,504.92; WY ANESTHESIA \$1,053.00; WY ASSOC OF \$150.00; WY BEVERAGE INC \$345.00; WY GAL PROGRAM \$21,502.23; WY LAW ENFORCEMENT ACADEMY \$962.75; WY MACHINERY CO \$648.36; WY ORAL & MAXIOFACIAL SURGERY \$2,560.00; WY SURGICAL ASSOC PC \$5,182.90; WYDOT-FINANCIAL SVCS \$664.22; ZERBE-ALME, KELLIE DBA ALL AREA PROCESS SVC \$2,400.00; III. CONTRACTS, AGREEMENTS, RESOLUTIONS: A. Resolution 39-25-A (MS24-08) Correcting a Scriveners Error on Resolution 39-25 Approving Final Plat of Timber Springs Major Subdivision
IV. BOARD APPOINTMENTS: A. NC Predator Management District – Huey Sandfort (term ending 12-31-2027)
B. Historic Preservation Commission of NC - Mavis Greer (filling unexpired term ending 6-30-2027)
V. LICENSES: A. Rocky Mountain Power (RMP)-Poison Spider Road-Underground Power Line-lc. #25-29-30
VI. INDIGENT APPLICATIONS: A. Case: NA-2025-229
B. Case: NA-2025-297
C. Case: NA-2025-306
D. Case: NA-2025-308
VII. TAXROLL CORRECTIONS: TRI-POINT CASPER SUPPLY STORE (353.08); SUPERCUTS (138.51); CASPER CESSNA LLC (316.07); TRUCK WASH (112.51); FANTASTIC SAMS (33.24); WALLICK & VOLK (95.35); REACH 4 A SRAT RIDING ACADEMY (129.01); BLIMPIE (165.77); DIAMOND DOLLS SALON -, TROPHY TRACKER (411.81); DIAMOND DOLLS SALON (138.51); KIMBALL-PIONEER RANCH CO INC (3,963.59); THELMA CRAWFORD WILKINS TRUST (\$4,195.61); THELMA CRAWFORD WILKINS TRUST (2,412.63); KIMBALL-PIONEER RANCH CO INC (4,991.12); KIMBALL-PIONEER RANCH CO INC (4,192.07); FRAZIER, LINDA WILKINS (1,884.09); XEROX CORPORATION (943.61); ALTITUDE ENERGY PARTNERS (37,888.13); SUMMIT TITLE SERVICES (56.20); SUMMIT TITLE SERVICES (49.27); SUMMIT TITLE SERVICES (49.27); SUMMIT TITLE SERVICES (48.91); SUMMIT TITLE SERVICES (37.27); SUMMIT TITLE SERVICES (33.39)
VII. STATEMENT OF EARNINGS: Clerk of Court \$14,214.54; Development \$65,309.23; County Clerk \$79,452.50
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