



NATRONA COUNTY BOARD OF COUNTY COMMISSIONERS SPECIAL AGENDA

Steven Freel, Commissioner
Dallas Laird, Commissioner
Jim Milne, Commissioner
Peter Nicolaysen, Commissioner
Dave North, Commissioner

Tuesday, June 27, 2023 8:30 a.m.
Natrona County Courthouse, 200 North Center, Casper, Wyoming
2nd Floor, District Courtroom

- I. CALL MEETING TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. PUBLIC HEARING**
 - A. Resolution 17-23 Transfer of Funds (TOF)
- V. ADJOURNMENT**

RESOLUTION NO. 17-23

WHEREAS, certain offices and departments of Natrona County have received unanticipated revenue or need to transfer funds from one line item to the other in the fiscal year ending June 30, 2023; and

WHEREAS, it is proposed to make transfers of funds to supplement the following funds;
and

WHEREAS, no protests were received regarding such transfer.

NOW THEREFORE, in consideration of the premises, be it resolved that the transfer be approved as follows:

FROM:	Unanticipated Revenue	\$818,612.28
TO:	Child Support Enforcement Legal Notice Publications 7501-005-26	\$65,000.00
	Commissioners/Projects, Grants Juvenile Services Grant 9243-005-34	\$99,732.47
	Commissioners/Projects, Grants Economic Development/EDJPB 9279-005-34	\$93,117.20
	Commissioners/Projects, Grants Impact Assistance/Cedar Springs 9286-005-34	\$60,029.72
	Commissioners/Projects, Grants MRG/SkyWest 9297-005-34	\$283,273.80
	Commissioners/Projects, Grants Victim Emergency Service 7754-005-34	\$9,051.71
	Commissioners/Projects, Grants WY Game & Fish Alcova Boat House Grant 7838-005-34	\$18,442.13
	Commissioners/Projects, Grants SHSP 2021 Project CDV2 7844-005-34	\$32,404.90
	Commissioners/Projects, Grants	

	Phillips 66 Communications Grant 7852-005-34	\$24,750.00
	Commissioners/Projects, Grants CWHCC Grant 7850-005-34	\$12,643.64
	Commissioners/Projects, Grants Asset Forfeiture Expenditures 8432-005-34	\$10,163.55
	Commissioners/Projects, Grants Victim Services Training & Equipment 8436-005-34	\$39,655.51
	Sheriff/Administration Salaries 7001-009-61	\$62,347.65
	Sheriff/Administration Personnel Training 7051-009-61	\$6,000.00
	Cooperative Extension Office Supplies 8411-001-85	\$2,000.00
FROM:	Balance Sheet Cash Reserve	\$595,438.22
TO:	Commissioners/Projects, Grants MRG/SkyWest 9297-005-34	\$553,226.27
	Clerk-Mail/Phone Services Postage/Box Rent 7201-003-04	\$25,000.00
	Commissioners/Capital Outlay Equipment-Hardware 7151-005-39	\$17,211.95
FROM:	COVID Relief Funds (Sheriff)	\$1,141,470.43
	Commissioners/Projects, Grants CARES Funding Projects 9294-005-34	\$1,141,470.43
FROM:	Unrestricted Road Fund	\$530,777.38

TO:	Commissioners/County Road Fund Circle Drive (FLAP) 9328-005-36	\$530,777.38
FROM:	1% Cash Reserve	\$1,879,051.11
TO:	1% Optional Sales Tax Reserve Projects 9399-013-73	\$1,879,051.11

DATED this 27th day of June 2023

**BOARD OF COUNTY COMMISSIONERS
NATRONA COUNTY, WYOMING**

Steven Freel, Chairman

ATTEST:

Tracy Good, County Clerk

Memorandum

To: County Commissioner's, Tom Doyle/Treasurer

From: Tracy Good/County Clerk



Date: 06/30/2022

Re: Transfer of Funds

Please do the following transfers: See Resolution 17-23 for more detail

FROM: Unanticipated Revenue \$818,612.28

TO:

Child Support Enforcement
7501-005-26 \$65,000.00

This transfer is a pass through expenditure for State Offices.

Commissioners/Projects, Grants
9243-005-34 \$99,732.47

Commissioners/Projects, Grants
9279-005-34 \$93,117.20

Commissioners/Projects, Grants
9286-005-34 \$60,029.72

Commissioners/Projects, Grants
7754-005-34 \$9,051.71

Commissioners/Projects, Grants
7838-005-34 \$18,442.13

Commissioners/Projects, Grants 7844-005-34	\$32,404.90
Commissioners/Projects, Grants 7852-005-34	\$24,750.00
Commissioners/Projects, Grants 7850-005-34	\$12,643.64
Commissioners/Projects, Grants 8432-005-34	\$10,163.55
Commissioners/Projects, Grants 8436-005-34	\$39,655.51
Sheriff/Administration 7001-009-61	\$62,347.65
Sheriff/Administration 7051-009-61	\$6,000.00
Cooperative Extension 8411-001-85	\$2,000.00

These transfers are for project and or grant reimbursements.

Commissioners/Projects, Grants 9297-005-34	\$283,273.80
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This transfer is for Airport loss revenue.

FROM: Balance Sheet Cash Reserve	\$595,438.22
TO: Commissioners/Projects, Grants 9297-005-34	\$553,226.27

This transfer is for Airport loss revenue.

Clerk-Mail/Phone Services 7201-003-04	\$25,000.00
Commissioners/Capital Outlay 7151-005-39	\$17,211.95

These transfers are for budget adjustments.

FROM:	COVID Relief Funds (Sheriff)	\$1,141,470.43
	Commissioners/Projects, Grants CARES Funding Projects 9294-005-34	\$1,141,470.43
FROM:	Unrestricted Road Fund	\$530,777.38
TO:	Commissioners/County Road Fund Circle Drive (FLAP) 9328-005-36	\$530,777.38
FROM:	1% Cash Reserve	\$1,879,051.11
TO:	1% Optional Sales Tax Reserve Projects 9399-013-73	\$1,879,051.11

Thank you.

DATE: May 1, 2023

TO: TRACY GOOD
NATRONA COUNTY CLERK

CC: TOM DOYLE
NATRONA COUNTY TREASURER

FROM: JOHN HARLIN
NATRONA COUNTY SHERIFF

RE: TRANSFER OF FUNDS

Please find attached a copy of the respective check or ACH document for the listed transactions. All original checks have been delivered to Tom Doyle, Natrona County Treasurer, for deposit in the general fund. All ACH transaction have been confirmed by Tom Doyle, Natrona County Treasurer, to be on deposit in the general fund of Natrona County.

TRANSFER SUMMARY

ACCOUNT LINE	ACCOUNT NAME	TOTAL TO TRANSFER	TRANSFER ITEMS
✓ 7754-005-34	Victims Emergency Services	\$ 9,051.71	47
✓ 8436-005-34	Victim Services Training & Equipment	\$ 39,655.51	
✓ 8432-005-34	Asset Forfeiture Expenditures	\$ 10,163.55	
✓ 7001-009-61	Salaries - Administration	\$ 62,347.65	
✓ 7852-005-34	Phillips 66 Grant	\$ 24,750.00	
✓ 7844-005-34	SHSP 2021 - Project CDV2	\$ 32,404.90	
✓ 7850-005-34	CWHCC Grants	\$ 12,643.64	
✓ 7051-009-61	Personnel Training - Administration	\$ 6,000.00	\$ 215,459.09
✓ 7838-005-34	G & F Alcova Boathouse	\$ 18,442.13	

Item Number	Date	Check/EFT	Transfer Amount	Account Line	Account Line Name	Budget	Received From	Purpose	Total Amount Received
1	12/08/22	EFT	\$ 1,057.45	7754-005-34	Victims Emergency Services	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	\$ 5,186.42
			\$ 4,128.97	8436-005-34	Victim Services Training & Equipment	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	

Item Number	Date	Check/EFT	Transfer Amount	Account Line	Account Line Name	Budget	Received From	Purpose	Total Amount Received
2	12/08/22	EFT	\$ 56.53	7754-005-34	Victims Emergency Services	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	\$ 2,968.28
			\$ 2,911.75	8436-005-34	Victim Services Training & Equipment	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	
3	12/07/22	EFT	\$ 2,966.75	8436-005-34	Victim Services Training & Equipment	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	\$ 3,500.86
			\$ 534.11	7754-005-34	Victims Emergency Services	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	
4	03/03/23	EFT	\$ 5,969.50	8436-005-34	Victim Services Training & Equipment	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	\$ 6,035.80
			\$ 66.30	7754-005-34	Victims Emergency Services	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	
5	02/10/23	EFT	\$ 2,987.57	8436-005-34	Victim Services Training & Equipment	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	\$ 3,426.29
			\$ 438.72	7754-005-34	Victims Emergency Services	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	
6	12/28/22	EFT	\$ 3,250.34	8436-005-34	Victim Services Training & Equipment	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	\$ 3,765.06
			\$ 514.72	7754-005-34	Victims Emergency Services	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	
7	09/22/22	EFT	\$ 4,459.13	8436-005-34	Victim Services Training & Equipment	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	\$ 4,627.97
			\$ 168.84	7754-005-34	Victims Emergency Services	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	
8	05/16/22	EFT	\$ 2,596.50	8436-005-34	Victims Emergency Services	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	\$ 3,552.31

Item Number	Date	Check/EFT	Transfer Amount	Account Line	Account Line Name	Budget	Received From	Purpose	Total Amount Received
9	04/04/22	EFT	\$ 2,596.50	8436-005-34	Victims Emergency Services	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	\$ 3,563.39
			\$ 966.89	7754-005-34	Victims Emergency Services	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	
10	06/28/22	EFT	\$ 2,596.50	8436-005-34	Victim Services Training & Equipment	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	\$ 4,262.18
			\$ 1,665.68	7754-005-34	Victims Emergency Services	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	
11	06/13/22	EFT	\$ 2,596.50	8436-005-34	Victim Services Training & Equipment	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	\$ 4,554.17
			\$ 1,957.67	7754-005-34	Victims Emergency Services	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	
12	08/08/22	EFT	\$ 2,595.50	8436-005-34	Victim Services Training & Equipment	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	\$ 3,264.49
			\$ 668.99	7754-005-34	Victims Emergency Services	Grants & Projects	Wyoming Division of Victim Services	These funds represent the ongoing grant funding for our victim services program.	
13	08/09/23	30027 City of Mills	\$ 427.04	8432-005-34	Asset Forfeiture Expenditures	Grants & Projects	Mills Police Department/City of Mills	These funds represent our share of funds seized pursuant to the Asset Forfeiture agreement with the Wyoming Sheriff's and Chiefs of Police.	\$ 427.04
14	09/07/22	144076 City of Casper	\$ 5,942.40	8432-005-34	Asset Forfeiture Expenditures	Grants & Projects	Casper Police Department/City of Casper	These funds represent our share of funds seized pursuant to the Asset Forfeiture agreement with the Wyoming Sheriff's and Chiefs of Police.	\$ 150,300.67

Item Number	Date	Check/EFT	Transfer Amount	Account Line	Account Line Name	Budget	Received From	Purpose	Total Amount Received
			n/a	\$ 144,358.27	General Fund of Natrona County	n/a	City of Casper	These funds represent payment for adult prisoner housing and should remain in the general fund.	
15	08/17/22	143867 City of Casper	\$ 598.10	8432-005-34	Asset Forfeiture Expenditures	Grants & Projects	Casper Police Department/City of Casper	These funds represent our share of funds seized pursuant to the Asset Forfeiture agreement with the Wyoming Sheriff's and Chiefs of Police.	\$ 598.10
16	03/08/23	146173 City of Casper	\$ 123.30	8432-005-34	Asset Forfeiture Expenditures	Grants & Projects	Casper Police Department/City of Casper	These funds represent our share of funds seized pursuant to the Asset Forfeiture agreement with the Wyoming Sheriff's and Chiefs of Police.	\$ 123.30
17	02/22/23	146028 City of Casper	\$ 51.60	8432-005-34	Asset Forfeiture Expenditures	Grants & Projects	Casper Police Department/City of Casper	These funds represent our share of funds seized pursuant to the Asset Forfeiture agreement with the Wyoming Sheriff's and Chiefs of Police.	\$ 51.60
18	12/01/22	30508 City of Mills	\$ 28.50	8432-005-34	Asset Forfeiture Expenditures	Grants & Projects	Mills Police Department/City of Mills	These funds represent our share of funds seized pursuant to the Asset Forfeiture agreement with the Wyoming Sheriff's and Chiefs of Police.	\$ 28.50
19	01/04/23	145477 City of Casper	\$ 2,194.80	8432-005-37	Asset Forfeiture Expenditures	Grants & Projects	Casper Police Department/City of Casper	These funds represent our share of funds seized pursuant to the Asset Forfeiture agreement with the Wyoming Sheriff's and Chiefs of Police.	\$ 2,194.60

Item Number	Date	Check/EFT	Transfer Amount	Account Line	Account Line Name	Budget	Received From	Purpose	Total Amount Received
20	01/18/23	145666 City of Casper	\$ 254.16	8432-008-34	Asset Forfeiture Expenditures	Grants & Projects	Casper Police Department/City of Casper	These funds represent our share of funds seized pursuant to the Asset Forfeiture agreement with the Wyoming Sheriff's and Chiefs of Police.	\$ 30,254.16
21	11/03/22	30392 City of Mills	\$ 156.80	8432-005-34	Asset Forfeiture Expenditures	Grants & Projects	Mills Police Department/City of Mills	These funds represent our share of funds seized pursuant to the Asset Forfeiture agreement with the Wyoming Sheriff's and Chiefs of Police.	\$ 156.80
22	11/16/22	144987 City of Casper	\$ 103.90	8432-005-34	Asset Forfeiture Expenditures	Grants & Projects	Casper Police Department/City of Casper	These funds represent our share of funds seized pursuant to the Asset Forfeiture agreement with the Wyoming Sheriff's and Chiefs of Police.	\$ 108,461.31
23	04/05/23	146513 City of Casper	\$ 84.00	8432-005-34	Asset Forfeiture Expenditures	Grants & Projects	Casper Police Department/City of Casper	These funds represent our share of funds seized pursuant to the Asset Forfeiture agreement with the Wyoming Sheriff's and Chiefs of Police.	\$ 84.00
24	03/15/23	30952 City of Mills	\$ 149.00	8432-005-34	Asset Forfeiture Expenditures	Grants & Projects	Mills Police Department/City of Mills	These funds represent our share of funds seized pursuant to the Asset Forfeiture agreement with the Wyoming Sheriff's and Chiefs of Police.	\$ 149.00

Item Number	Date	Check/EFT	Transfer Amount	Account Line	Account Line Name	Budget	Received From	Purpose	Total Amount Received
25	03/22/23	146348 City of Casper	\$ 49.95	8432-005-34	Asset Forfeiture Expenditures	Grants & Projects	Casper Police Department/City of Casper	These funds represent our share of funds seized pursuant to the Asset Forfeiture agreement with the Wyoming Sheriff's and Chiefs of Police.	\$ 158,053.42
			n/a	\$ 158,003.47	General Fund of Natrona County	n/a	City of Casper	These funds represent payment for adult prisoner housing and should remain in	
26	07/06/22	4242006 State of Wyoming	\$ 4,207.50	7001-009-61	Salaries	Administration	Wyoming Livestock Board/State of Wyoming	These funds were drawn down to pay for overtime worked for livestock law enforcement issues.	\$ 4,207.50
27	07/21/22	4251371 State of Wyoming	\$ 825.00	7001-009-61	Salaries	Administration	Wyoming Livestock Board/State of Wyoming	These funds were drawn down to pay for overtime worked for livestock law enforcement issues.	\$ 825.00
28	09/03/22	4284715 State of Wyoming	\$ 2,224.50	7001-009-61	Salaries	Administration	Wyoming Livestock Board/State of Wyoming	These funds were drawn down to pay for overtime worked for livestock law enforcement	\$ 2,224.50
29	04/29/22	030574 Town of Bar Nunn	\$ 7,133.33	7001-009-61	Salaries	Administration	Town of Bar Nunn	These funds represent reimbursement due to the agreement with the Town of Bar Nunn to provide no less than 40 hours per week of deputy coverage within the boundaries of the Town of Bar Nunn.	\$ 7,133.33
30	08/31/22	030819 Town of Bar Nunn	\$ 7,133.33	7001-009-61	Salaries	Administration	Town of Bar Nunn	These funds represent reimbursement due to the agreement with the Town of Bar Nunn to provide no less than 40 hours per week of deputy coverage within the boundaries of the Town of Bar Nunn.	\$ 7,133.33

Item Number	Date	Check/EFT	Transfer Amount	Account Line	Account Line Name	Budget	Received From	Purpose	Total Amount Received
31	09/30/22	030871 Town of Bar Nunn	\$ 7,133.33	7001-009-61	Salaries	Administration	Town of Bar Nunn	These funds represent reimbursement due to the agreement with the Town of Bar Nunn to provide no less than 40 hours per week of deputy coverage within the boundaries of the Town of Bar Nunn.	\$ 7,133.33
32	10/31/22	030921 Town of Bar Nunn	\$ 7,133.33	7001-009-61	Salaries	Administration	Town of Bar Nunn	These funds represent reimbursement due to the agreement with the Town of Bar Nunn to provide no less than 40 hours per week of deputy coverage within the boundaries of the Town of Bar Nunn.	\$ 7,133.33
33	11/30/22	030978 Town of Bar Nunn	\$ 7,133.33	7001-009-61	Salaries	Administration	Town of Bar Nunn	These funds represent reimbursement due to the agreement with the Town of Bar Nunn to provide no less than 40 hours per week of deputy coverage within the boundaries of the Town of Bar Nunn.	\$ 7,133.33
34	12/30/22	031042 Town of Bar Nunn	\$ 7,133.33	7001-009-61	Salaries	Administration	Town of Bar Nunn	These funds represent reimbursement due to the agreement with the Town of Bar Nunn to provide no less than 40 hours per week of deputy coverage within the boundaries of the Town of Bar Nunn.	\$ 7,133.33

Item Number	Date	Check/EFT	Transfer Amount	Account Line	Account Line Name	Budget	Received From	Purpose	Total Amount Received
35	02/28/23	031155 Town of Bar Nunn	\$ 7,133.33	7001-009-61	Salaries	Administration	Town of Bar Nunn	These funds represent reimbursement due to the agreement with the Town of Bar Nunn to provide no less than 40 hours per week of deputy coverage within the boundaries of the Town of Bar Nunn.	\$ 7,133.33
36	03/22/22	EFT	\$ 656.54	7001-009-61	Salaries	Administration	State of Wyoming/Region 2 Regional Response Team	These funds represent reimbursement for Region 2 Regional response expenses.	\$ 656.54
37	10/12/22	EFT	\$ 629.58	7001-009-61	Salaries	Administration	State of Wyoming/Region 2 Regional Response Team	These funds represent reimbursement for Region 2 Regional response expenses.	\$ 629.58
38	04/20/23	4384164 State of Wyoming	\$ 1,335.54	7001-009-61	Salaries	Administration	State of Wyoming/Highway Safety Program	These funds were drawn down to pay for overtime worked for the Highway Safety Program.	\$ 1,335.54
39	02/21/23	4354804 State of Wyoming	\$ 1,090.68	7001-009-61	Salaries	Administration	State of Wyoming/Highway Safety Program	These funds were drawn down to pay for overtime worked for the Highway Safety Program.	\$ 1,090.68
40	07/01/22	EFT	\$ 24,750.00	7852-005-34	Phillip's 66 Grant	Grants & Projects	Phillip's 66 Foundation	These funds were awarded to our agency to purchase EMA Communication Headsets.	\$ 24,750.00
41	08/30/22	1670 Wyoming Hospital Association EFT	\$ 32,404.90	7844-005-34	SHSP 2021 - Project CDV2	Grants & Projects	State of Wyoming/Department of Homeland Security	These funds represent reimbursement for Thermal Imaging Equipment purchased.	\$ 32,404.90
42	05/31/22	EFT	\$ 3,369.52	7850-005-34	CWHCC Grants	Grants & Projects	Wyoming Hospital Association	These funds represent reimbursement for medical supplies, bags, etc.	\$ 3,369.52

Item Number	Date	Check/EFT	Transfer Amount	Account Line	Account Line Name	Budget	Received From	Purpose	Total Amount Received
43	04/30/22	20041 Wyoming Hospital	\$ 9,274.12	7850-005-34	CWHCC Grants	Grants & Projects	Wyoming Hospital Association	These funds represent reimbursement for medical bags and paper racks.	\$ 9,274.12
44	02/09/23	VV3582 WASCOP	\$ 6,000.00	7051-009-61	Personnel Training	Administration	Wyoming Association of Sheriffs and Chiefs of Police	These funds represent reimbursement for CIT training.	\$ 6,000.00
45	06/17/22	VV3385 WASCOP	\$ 1,445.00	7001-009-61	Salaries	Administration	Wyoming Association of Sheriffs and Chiefs of Police	These funds were drawn down to pay for overtime worked for alcohol compliance checks.	\$ 1,445.00
46	03/02/23	4360028 State of Wyoming	\$ 217.06	7838-005-34	G & F Alcova Boathouse	Grants & Projects	State of Wyoming/Wyoming Game & Fish	These funds were drawn down to pay for materials for the Alcova boat house.	\$ 217.06
47	07/11/22	4244667 State of Wyoming	\$ 18,225.07	7838-005-34	G & F Alcova Boathouse	Grants & Projects	State of Wyoming/Wyoming Game & Fish	These funds were drawn down to pay for materials for the Alcova boat house.	\$ 18,225.07