



Natrona County Commissioners

200 North Center, Room 115
Casper, WY 82601
Phone (307) 235-9202
Fax (307) 235-9486

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

Work Session Agenda Tuesday, December 5, 2023 12:50 p.m. Natrona County Courthouse 200 North Center Commissioners' Conference Room/Courtroom

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

Tracy Good, County Clerk
Heather Duncan-Malone, County Attorney
Jared Holbrook, Deputy County Attorney
Leda Pojman, Deputy County Attorney

Please note that all meetings times are approximate.

Appointments

County Board Interviews will be held in the Commissioner's Office

12:50 p.m. Brian Parke

Purpose: NCIA BOT

1:10 p.m. Rachel Bouzis

Purpose: Central Wy Fair Board, Historic Preservation Commission

1:30 p.m. Kyle Williams

Purpose: Planning & Zoning Commission

1:50 p.m. Pat Sweeney

Purpose: Central WY Fair Board

2:10 p.m. Douglas Harvey

Purpose: NC Parks Board

2:30 p.m. Rob Hill

Purpose: NC Parks Board

2:50 p.m. Janel Larson

Purpose: Central Wy Fair Board

3:10 p.m. Tim Kulhavy

Purpose: Planning & Zoning Commission

3:30 p.m. Shannon Jackett

Purpose: Central WY Fair Board, Planning & Zoning Commission, NC Parks, NC Predator Management BOD

3:50 p.m. Steve Emery

Purpose: NCIA BOT

4:10 p.m. Jason Eiler

Purpose: Citizen' Transportation Advisory Commission, Historic Preservation Commission, Memorial Hospital Board of Trustees, NCIABOT

Commissioners' Conference Room

4:30 p.m. Anna Kinder, CNCHD Director

Purpose: Update

5:00 p.m. Leda Pojman, Deputy County Attorney

Purpose: Resolution 57-23 Certifying Dissolution of Hidden Valley ISD & Finding of Facts

5:15 p.m. Heather Duncan-Malone, County Attorney

Purpose: Regular Meeting Agenda Review

RESOLUTION No. 57-23

**A RESOLUTION CERTIFYING DISSOLUTION OF
HIDDEN VALLEY IMPROVEMENT AND SERVICE DISTRICT**

WHEREAS, the Natrona County Board of County Commissioners ("BOCC"), received letters from the State of Wyoming, Department of Audit, indicating the Hidden Valley Improvement and Service District ("District") failed to comply with Wyo. Stat. Ann. § 9-1-507 (a)(vii);

WHEREAS, the BOCC found on December 5, 2023, that the District had been out of statutory compliance, pursuant to Wyo. Stat. Ann. § 22-29-401 and 408, since approximately 1995, as well as out of compliance with the reporting requirements;

WHEREAS, on December 5, 2023, the BOCC, acting as the District Board of Trustees, filed their "Findings of Fact," pursuant to Wyo. Stat. Ann. § 22-29-402 (a);

WHEREAS, the BOCC, having performed their due diligence in this matter and having no further relevant information, therefore finds as follows, pursuant to Wyo. Stat. Ann. § 22-29-401 (a)(iii)(b) and 408(a)(b):

- (1) The District at the time of the regular district election has not elected district directors as required by the principal act;
- (2) That said dissolution of the District is in the interest of the people of the county;
- (3) That the District has not complied with the State reporting requirements;
- (4) That the District is not active and there is no need for the District;
- (5) That the Natrona County Treasurer's Office is not holding any funds for the District.
- (6) Any surplus funds remaining to the credit of the District shall be transferred to the Natrona County Treasurer immediately following the recordation of the Resolution herein. Wyo. Stat. Ann. § 22-29-407.

WHEREAS, the Board of County Commissioners' declare the District dissolved (Wyo. Stat. Ann. § 22-29-408(a)(b));

WHEREFORE, the Hidden Valley Improvement and Service District is hereby DISSOLVED.

DATED:

BOARD OF COUNTY COMMISSIONERS

Steven Freel, Chair

Attest:

Tracy Good, County Clerk

Approved as to form:

Natrona County Legal Department

**FINDINGS OF FACT FOR
HIDDEN VALLEY IMPROVEMENT AND SERVICE DISTRICT**

The Board of Trustees appointed to dissolve and settle the affairs of the Hidden Valley Improvement and Service District ("District") finds the following facts.

1. On April 16, 1990, the District was formed.
2. The Natrona County Board of County Commissioners ("BOCC") received letters from the State of Wyoming Department of Audit stating that the District had failed to comply with Wyo. Stat. Ann. § 9-1-507(a)(vii), by not filing an annual report with the Department.
3. Hidden Valley Improvement and Service District has also been "inactive" and out of statutory compliance with Wyo. Stat. Ann. § 22-29-402 and 408, since approximately 1995.
4. A letter was sent to the District on September 5, 2023, indicating the District was in danger of being dissolved due to a failure to comply with the legal reporting requirements; public notice of the same has been on the Natrona County website under legal and public notices since September 28, 2023; public notice of the same was published in the Casper Star Tribune on September 28, 2023; and the property owners were notified of the dissolution via mail on October 10, 2023.
5. On November 7, 2023, pursuant to Wyo. Stat. Ann. § 22-29-401(b), dissolution of the District was initiated and the BOCC was appointed, as the board of trustees, to dissolve the District and settle its affairs.
6. On November 7, 2023, the BOCC was apprised of any comments property owners had provided.
7. The District has the following assets, uncollected assessments, and liabilities (Wyo. Stat. Ann. § 22-29-402):

Outstanding bonds, coupons, other indebtedness	None known
Interest in real property	None known
Uncollected taxes, assessments, other charges levied by the District	None known
Personal property, other assets not listed	The District has approximately \$1,000.00 in a checking account.

8. A proposed dissolution and liquidation plan includes transferring the approximate \$1,000.00 to the Natrona County Treasurer. Wyo. Stat. Ann. § 22-29-403 and 407.
9. No District book or records were recovered.

DATE:

Steve Freel, Chair, Board of County
Commissioners, Acting as the District Board of
Trustees

ATTEST:

Tracy Good
Natrona County Clerk

Approved as to form:

Natrona County Legal Department



NATRONA COUNTY BOARD OF COUNTY COMMISSIONERS

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

AGENDA

Tuesday, December 5, 2023 5:30 p.m.
Natrona County Courthouse, 200 North Center, Casper, Wyoming
2nd Floor, Courtroom

- I. CALL MEETING TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. APPROVAL OF CONSENT AGENDA**
- V. CONTRACTS, AGREEMENTS, RESOLUTIONS:**
- VI. PUBLIC HEARINGS:**
 - A. Notice of Application for Renewal of Liquor License Full Retail Liquor License: Season's Hall LLC dba Season's Hall
- VII. PUBLIC COMMENTS**
- VIII. COMMISSIONER COMMENTS**
- IX. ADJOURNMENT INTO EXECUTIVE SESSION: W.S. 16-4-405 (a)(ix)& W.S. 16-4-405 (a)(ii)**
- X. ADJOURNMENT**

Agendas are subject to amendments



**NATRONA COUNTY
BOARD OF COUNTY COMMISSIONERS**

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

CONSENT AGENDA

Tuesday, December 5, 2023 5:30 p.m.

Natrona County Courthouse, 200 North Center Street, Casper, Wyoming
2nd Floor, Courtroom

- I. APPROVAL OF NOVEMBER 21, 2023 MEETING MINUTES**
- II. APPROVAL OF BILLS \$588, 567.88** (*bills 11-15-2023 through 11-28-2023*)
- III. CONTRACTS, AGREEMENTS, RESOLUTIONS:**
 - A. Resolution 57-23 Certifying Dissolution of Hidden Valley Improvement and Service District (ISD) & Hidden Valley Improvement and Service District (ISD Finding of Facts
 - B. R&B Notice of Award to Tri State Truck & Equipment, Inc.-(1) 60,000lbs. GVH Haul Truck
 - C. Resolution 51-23 BOCC Meetings for 2024
 - D. Resolution 52-23 Naming Official Holidays for 2024
 - E. Resolution 53-23 Providing for the Naming of Legal Depositories & Investment Firms for 2024
 - F. Resolution 55-23 Authorizing the County Treasurer to Invest County Funds for 2024
 - G. MOU between the City of Casper, WY & NC, WY Regarding the FY 2020 Edward Byrne Memorial Justice Assistance grant-\$17,531.00
 - H. MOU between the City of Casper, WY & NC, WY Regarding the FY 2023 Edward Byrne Memorial Justice Assistance grant-\$44,295.00
 - I. City of Casper Petition of Annexation Application
- IV. LICENSES:**
 - A. Arnell Oil Company-CR # 210-Flow Line-lic. #29-23-08
 - B. Arnell Oil Company-CR # 210-Buried Power Line-lic. #29-23-09
- V. STATEMENT OF EARNINGS:** Development \$4,567.53; R&B \$100.00
- VI. TAXROLL CORRECTIONS FOR 2022:** ALLEN, PATRICIA (33.97); **TAXROLL CORRECTIONS FOR 2023:** FISHER, LEROY (674.38);ALLEN, PATRICIA (40.09);HOUND & KATT VETERINARIAN (1,834.71);PROVIDENCE PROPERTIES LLC (9,268.01);RGB ENTERPRISES (247.03); HARRIS, TRAYCE (7.67);HARRIS, TRAYCE (59.95);71 CONSTRUCTION (20,178.54); SMITH, GEOFFREY G (1,110.75); SANDS, ROBERT W (\$11.76)

Agendas are subject to amendments

December 19, 2023:					
	Public Hearing	Regular Agenda	Consent Agenda		
Regular BOCC Agenda Items					
Work Session Meeting Agenda Items	Recommendation			Begin Time	Allotted Time

Recommendations = Information Only, Move Forward for Approval, Direction Requested

Anna Kinder, CNCHD Purpose: Update & Presentation of the Recommendation of the CMAR	I, D		1:50	30 minutes
Lisa Scroggins, NCPL Director & John Griffith, Library Foundation & Carter Napier, City Manager Purpose: Request Funding for New Library & Land Acquisition	I, D		2:20	40 minutes
Elected Officers: Jill Kiester, Jim Whipps, Tom Doyle, Tracy Good, John Harlin, Tammy Sualsbury Purpose: Updates	I		3:00	1 hour
Leda Pojman, Deputy County Attorney Purpose: Revised Resolution 41-23 Establishing a process to sell county owned real property	I, D		4:00	15 minutes
Mike Haigler, R&B Superintendent Purpose: Update on Staffing and Equipment	I, D		4:15	20 minutes
Kristi Turner, Planner, Patrick Virril, Building Official & Jared Holbrook Purpose: 2021 Building Code Drafts	I, D		4:35	40 minutes
Heather Duncan-Malone, County Attorney Purpose: Legal Update	I		5:15	15 minutes

Approximate Ending Time: 5:30

Commissioner Discussion Items	Recommendation		
Future Meetings			
2022 NC Zoning Resolution Re-open the Review and Approval Process		Dallas/Dave	
Memorial Hospital Board of Trustees - Establish Rules/Bylaws (make active again)		Dallas	
Casper Mtn Master Plan		Steve	
Lake Lottery System at the Lakes		Steve	
Grants Manager: BOCC asked Clerk Good to research other counties FTE/PTE/Contract		BOCC	
Variances		BOCC	
Implement Policy on Conflict of Interest: 9-13-101 Ethics and Disclosure Act	November	Peter	