



## CCPLB MEETING MINUTES: February 12, 2026

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**MEMBERS PRESENT:** Laura Chapman, Brian Norstegaard, Jake Boller, Terry Leu, Rocky Marquiss

**MEMBERS ABSENT:** Jerry Means and Janalee Black

**LEGAL COUNSEL & BOARD LIASONS PRESENT:** J. David Horning - *Horning, Horning & McGrath*

**STAFF:** Aaron Lyles, Wendy Balo, Aaron Beyerl, Chris Baker, Adam Schuff, Vickie Balo, Doug Griffis

**GUESTS:** Jonathan Gallardo – The News Record, Terri Lyles, Jim Engel, Tali Engel, Joel Robidart, Austin Jadrny, Larry Mills, Stephanie Oakley, others present but not able to be identified.

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### 1. CALL TO ORDER

Campbell County Public Land Board meeting was held on February 12, 2026, at CAM-PLEX. The meeting was called to order by Board Chair Chapman at 6:30 p.m.

### 2. APPROVAL OF CCPLB AGENDA (Attachment A)

Motion: To approve the agenda.

Moved: Brian Norstegaard; Second: Jake Boller; Discussion: None

Vote: Passed Unanimously

### 3. CONSENT AGENDA; APPROVAL OF WARRANTS (Attachment B & C)

Motion: To approve the consent agenda.

Moved: Terry Leu; Second: Rocky Marquiss; Discussion: None

Vote: Passed Unanimously

### 4. CORRESPONDENCE

#### 4.1 Powder Basin Equestrian Association Letter (Attachment D)

A letter was received from the Powder Basin Equestrian Association expressing appreciation for the recent improvements to the parking lot, landscaping, permanent fencing, water hydrant and dressage court. These enhancements were completed in compensation for impacts relating to the Boxelder expansion project.

#### 4.2 CCPRD CAM-PLEX Rural Arts Program Grant Award Letter (Attachment E)

The Rec Mill Grant application was approved in the amount of \$140,000.00. All awarded funds must be expended during the grant period of January 1, 2026, through June 30, 2027.

### 5. CITIZEN INPUT

None.

### 6. STAFF REPORTS

#### 6.1 Executive Director's Report

Executive Director Lyles reported that the recent East coast snowstorm disrupted travel for two scheduled trainings. Director Beyerl and Mr. Eftekhari were able to attend the Footing Academy in Nashville. The IVM event was ultimately cancelled, allowing Director Lyles to attend the full NHFR Mid-Winter Meeting where they awarded the next ten years to Lazy E, beginning in 2031. Director Lyles provided an update on the customer feedback log, noting positive feedback on the Daddy Daughter Ball and one concern regarding residual dirt in cracks following the Buck & Ball

event. The second Chevy flatbed truck has arrived and is awaiting title paperwork before being placed into service. Delivery of the new John Deere mower is anticipated in mid-March due to back-ordered deck hangers. The Assistant Director of Operations, offered in November, remains pending confirmation of a start date.

## **6.2 Facilities & Operations**

Director Beyerl provided updates on priority maintenance projects, including bids to be awarded later in the meeting. Staff anticipate closing out most of the outstanding capital priority maintenance projects this spring. The Central Pavilion painting project is approximately one-third complete. A meeting is scheduled for next week to discuss insulation coverage options. The new maintenance supervisor will begin on February 17, 2026. Mr. Beyerl also reported that updated quotes for the pressure reducing valve lines significantly exceed the previously allocated \$7,000.00 budget line. New replacement quotes exceed \$21,000.00 and rebuild costs are comparable. Two valves are currently leaking and require attention. These valves are located in the Heritage Center basement and the Energy Hall garage. Budget adjustments will need to be addressed due to the substantial cost increase.

## **6.3 Events**

Director Baker reported reaching his ninety-day milestone at Cam-Plex and noted increased familiarity with operations, procedures, and event oversight. A total of forty-six events are scheduled over the next thirty days, with a significant increase in rider participation this month. Work continues towards building a strategic plan for the community engagement, marketing, and sales and events departments. Efforts include strengthening relationships with local organizations and developing outreach programs that increase public involvement at Cam-Plex. The Performing Arts Ambassador Program is being retooled and relaunched, with initial interest already received. Staff are working on streamlining communication channels for community focused initiatives and feedback. Marketing staff are compiling three years of metrics to improve assets development, brand consistency, and representation. On the sales and events side, staff are preparing a six-month staffing plan to accommodate the two upcoming maternity leaves. Internal processes related to bookings, inquiries, and customer feedback have been optimized, with additional opportunities identified to enhance attendee experience and operational efficiency.

**6.4 Finance** - Director Balo reported that Mike Rothleitner's retirement party will be held on February 13, 2026, from 2:00-4:00 p.m. Gratitude was expressed for his tenure here at Cam-Plex. Appreciation was extended to Brenda for assuming additional responsibilities during the transition period. The position has been posted, with interviews starting next week. The updated December 2025 quarterly report was reviewed. Director Balo requested approval to present future quarterly reports for the month following quarter-end to allow time to collect accurate and complete data from partner entities. Auditors have completed Fiscal Year 2023-2024 and have begun work on Fiscal Year 2024-2025. Additional documentation has been requested and will be submitted by early next week. Auditors anticipate completion by June 30, 2026. The Budget process has commenced, with the first special meeting scheduled next week. Clarification is pending from the County Commissioners regarding the 5% cost-of-living adjustment and whether the increase must be absorbed within budget parameters or is in addition to the County's "hold the line" directive. The retirement contribution rate increased from 18.67% to 19.12%. Insurance premiums will remain unchanged.

## **7. BOARD PROCESS**

### **7.1 Rock Pile Museum Report**

Board members Jake Boller and Brian Norstegaard along with Executive Director Lyles met with representatives of the Rockpile Museum to discuss options for a new museum. A negotiated 15-acre parcel (reduced from the original 30-acre request) near Energy Park was identified as a preferred location. Under the proposed site, Energy Park equipment would be incorporated into the museum, with the Museum assuming responsibility for ongoing maintenance. The Museum requires a formal agreement with Cam-Plex to proceed with planning and fund-raising efforts. Work on the Memorandum of Understanding (MOU) is ongoing, and many additional discussions are anticipated.

### **7.2 CC Public Works Request for Easement for Pronghorn Industrial Park**

The Board members and Executive Director Lyles discussed the proposed easement request, its location, and fencing concerns identified during the walk of the proposed area.

### **7.3 Board Statement**

**Motion:** To adopt the February 12, 2026, Statement from the Campbell County Land Board as written.

**Moved:** Jake Boller; **Second:** Brian Norstegaard; **Discussion:** None

**Vote:** Passed Unanimously

Board Chair Chapman read the statement aloud.

### **7.4 Bid Award – Project 2608 - Wyoming Center Sliding Door Replacement**

Two base bids were received for the Wyoming Center Sliding Door Replacement project, ranging from \$102,314.00 to \$129,099.00, both exceeding the \$100,000.00 budget. Norton Construction also submitted two alternate bids: \$63,020.00 and \$73,700.00. Staff recommended awarding the alternate bid from Norton Construction for \$73,700.00 pending quality verification.

**Motion:** To accept the Alternate 1 bid as proposed by Norton Construction (pending quality verification) in the amount of \$73,700.00.

**Moved:** Rocky Marquiss; **Second:** Brian Norstegaard; **Discussion:** Board evaluated options and expressed that the lower bid range was notable and that quality of the materials should be evaluated in the consideration of award.

**Vote:** Passed Unanimously

### **7.5 Bid Award – Project 2609 - Barn 2 Insulation Replacement**

Two bids (one base and one alternate) were received for the Barn 2 Insulation Replacement project ranging from \$31,750.00 to \$32,500.00. The project budget is \$20,000.00. Both bids exceeded the budget; therefore, the project bids were rejected. Staff will investigate alternative remediation solutions for the insulation issue including foam insulation and the removal of the existing insulation.

### **7.6 Bid Award – Project 2610 – Floor Scrubber Replacement**

Three base bids (with two alternates) were received for the Floor Scrubber Replacement project ranging from \$37,685.85 to \$55,825.76. The project budget is \$40,000.00. Staff recommended awarding the contract to Norco as the lowest base bid.

**Motion:** To accept the bid as proposed to Norco for the Floor Scrubber Replacement project in the amount of \$37,685.85.

**Moved:** Jake Boller; **Second:** Brian Norstegaard; **Discussion:** None

**Vote:** Passed Unanimously

**7.7 Bid Award – Project 2611 – Door Frame Repairs**

Three base bids were received for the Door Frame Repairs project ranging from \$22,222.00 to \$47,764.00. The project budget is \$52,000.00. Staff recommended awarding the contract to Gunboat Services as the lowest base bid with authorization for a change order up to the \$52,000.00 budget if work performance on the initial project award is satisfactory.

**Motion:** To accept the bid as proposed by Gunboat Services for the door frame repairs in the amount of \$22,222.00 with authorization for a change order up to the budgeted amount of \$52,000.00.

**Moved:** Terry Leu; **Second:** Brian Norstegaard; **Discussion:** None

**Vote:** Passed Unanimously

**7.8 Bid Award – Project 2612 – Central Pavilion Divider Curtain**

One base bid was received for the Central Pavilion Divider Curtains and Track project for \$51,464.65. The project budget is \$65,000.00. Staff recommended awarding the contract to Rose Brand Wipers with authorization for a change order up to the approved budget, if necessary.

**Motion:** To accept the bid as proposed by Rose Brand Wipers for the Central Pavilion Divider Curtains and Track program in the amount of \$51,464.65 with authorization for a change order up to the \$65,000.00 budget.

**Moved:** Rocky Marquiss; **Second:** Jake Boller; **Discussion:** None

**Vote:** Passed Unanimously

**8. BOARD CALENDAR**

Upcoming Board Meetings:

- February 18, 2026 @ 6:00 p.m. - CCPLB Special Meeting – South Lobby Board Room
- March 12, 2026 @ 6:00 p.m. – Commissioners Quarterly Meeting – South Lobby Board Room
- March 12, 2026 @ 6:30 p.m. - CCPLB Regular Meeting – South Lobby Board Room
- March 25, 2026 @ 6:30 p.m. - CCPLB Special Meeting – South Lobby Board Room
- April 9, 2026 – Joint Powers Boards – Budget Presentations

**9. ADJOURNMENT**


Meeting adjourned at 7:41 p.m.

Minutes Prepared By: Vickie Balo

Date: 2/27/26

Minutes Approved By:

**Campbell County  
Public Land board**

  
 Janalee Black, CCPLB Secretary  
*acting*

3/12/26  
 Date: