



CCPLB MEETING MINUTES:

June 12th, 2025

MEMBERS PRESENT: Laura Chapman, Janalee Black, Larry Mills, Brian Norstegaard, Jerry Means, Jake Boller, Charles Land

MEMBERS ABSENT:

LEGAL COUNSEL & BOARD LIASONS PRESENT: *Horning, Horning & McGrath, Jim West – City of Gillette*

STAFF: Aaron Lyles, Mary Hipsag, Wendy Balo, Adam Schuff, Aaron Beyerl, Dani Chapman, Shay Hough, Spencer Pierce, Maddy Cone

GUESTS: Jack Greer (307 Horse Racing), Marilyn Mackey, News Record

1. CALL TO ORDER

The Campbell County Public Land Board meeting was held on June 12th, 2025, at the CAM-PLEX. The meeting was called to order by Board Chair Chapman at 6:30 PM.

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

Motion: To approve the agenda.

Moved: Charles Land; **Second:** Brian Norstegaard; **Discussion:** None

Vote: Passed Unanimously

3. CONSENT AGENDA; APPROVAL OF WARRANTS (Attachment "B")

Motion: To approve the consent agenda.

Moved: Jake Boller; **Second:** Larry Mills; **Discussion:** None

Vote: Passed Unanimously

4. CITIZEN INPUT

5. STAFF REPORTS

5.1 Executive Director's Report (Attachment "C") – Director Lyles reviewed highlights from the submitted Executive Director Report, reiterating how busy it has been between working on the priority Maintenance Fund items and the end of fiscal year projects. Horse racing is currently our largest client on grounds. The VOIP phone upgrade was a huge help with the paging system for horse racing, this year we have had no paging issues! The biggest challenge this year was working through the expansion of Boxelder (water, electric, etc.). Trash service has been challenging to coordinate locations and times that limit disruption. The stall addition sheet metal revisions have caused some equine injuries and 307 is working to implement best temporary options for horse safety. There has been a lot of repairs going on: The MSP hood has been fully replaced and has new lighting, the cross-connection issues is still outstanding with contractor lined out to implement repairs. the big sign has been painted, the asphalt repair project went better than expected with all of Wyoming Center parking lot (much more than we thought we'd get) completely redone and the curb and gutter was also fixed. Thanks to Design Construction for the crack sealing and lines, along with Powder River Construction and Simon Contractors for going above and beyond for Cam-Plex. Work continues the ADA door compliance. The playground equipment that we had under contract was backordered and wouldn't make end of fiscal year requirements, as such, we have cancelled the order and were able to order similar playground equipment out of Billings, MT. It has been paid for and is on its way. Another big success out of

our 50 plus capital and maintenance projects is the MSP Cooler. The new unit is working great and has been replaced for a full month. As it came in under budget, we were able to get additional coolers and cooler shelving to store ice. The scrubber will be here next week. The hay contractor will be haying lease before July 4th.

5.2 Facilities & Operations – Welcome to Aaron Beyerl, Director of Operations.

5.3 Events – Mrs. Hipsag reported that June has 29 events booked, 585 event days, 9 live events, 5 private events, 2 rodeo/equine events, 4 meetings and 2 consumer shows. Quick recap on May: 23,000 visitors to Cam-Plex in May, thanks to graduation, Dusty Vaquero Days, PB livestock show (which doubled in size since 2024) and horse racing. June events include: The National Rambouillet Sheep Breeders Association Show 2025, The Interstate Mining Compact Commission Annual Meeting, and the Art Academy performance of Shrek. We are currently in preparations for the FRVA RV Rally – they are taking a different approach to the trade show this year and Cam-Plex will be providing the pipe & drape for their trade show. Kudos to Mary!

5.4 Finance – Mrs. Wendy Balo reported managing finances in preparation for end of fiscal year. She is working on an end of year checklist to make the rollover process as smooth as possible. Our special district audit report was submitted, and they said it looked good. Thank you, Wendy, you are appreciated!

6. BOARD PROCESS

6.1 County Auction – Approval of Assets to Auction (Attachment “D”)

Motion: To approve the releasing of the listed assets to the county auction as presented.

Moved: Janalee Black; **Second:** Brian Norstegaard; **Discussion:** None

Vote: Passed Unanimously

6.2 Horse Racing Contract – Attorney Horning, who couldn’t be here this evening, has been working on it. There should be a draft by next week. Mr. Greer has requested storage for ten implements, for off-season storage, on the NW side of the 4-H barn. The board is wondering if we have old panels or something we can use as a fence around the implements. Was discussed that these details could be incorporated into the contract currently under development.

6.3 Executive Director Contract Renewal – The contract is currently on auto renewal. The Board Chair Chapman would like to direct our attorney to draft a new executive director employment contract for Director Lyles and the board to review.

6.4 CAM-PLEX 40th Anniversary – Marily Mackey reviewed the history of Cam-Plex, with the grand opening being August 14, 1985, with fair. She wants this to be a community event with volunteers. Director Hipsag and her team have been reviewing the archives and preparing for a year long celebration of events. Dani Chapman, Maddy Cone and Spencer Pierce discussed the upcoming three campaigns: Save the date, Memory Mondays (share a favorite memory of Cam-Plex), and Flashback Friday (archives). Shay Hough discussed the sponsorship of events options. Director Hipsag explained the August 14 & 15 weekend celebration plans including Friday evening reception and movie and Saturday’s full day of events including: the 4-0 Roundup Fun Run, games, BBQ and street dance. Thank you to Mary and her team and to Marilyn for all the hard work and heart you are putting into the 40th Anniversary Celebration.

Motion: To approve the 40th Anniversary Celebration as a budgeted line item for staff to pursue and also to authorize staff to seek sponsorships for the event as presented.

Moved: Janalee Black; **Second:** Jerry Means; **Discussion:** None

Vote: Passed Unanimously

6.5 2025 Hay Lease Bid Award – We had two qualified bid responses: Troy Gladson at \$26/ton and Dad's Towing at \$40/ton. (Historical references are \$28/ton and \$32/ton the last two years). Staff recommendation is for the high bid, Dad's Towing, at \$40/ton.

Motion: To approve the staff's recommendation, Dads Towing at \$40/ton, for the Hay Lease 2025.

Moved: Larry Mills; **Second:** Jake Boller; **Discussion:** None

Vote: Passed Unanimously

6.6 Designation of Official Newspaper

Motion: To officially designate the Gillette News Record as our official newspaper for CCPLB.

Moved: Jerry Means; **Second:** Brian Norstegaard; **Discussion:** None

Vote: Passed Unanimously

6.7 Designation of Depositories (Attachment "E")

Motion: To officially designate depositories as listed for CCPLB during the next fiscal year.

Moved: Janalee Black; **Second:** Jerry Means; **Discussion:** Disclosure statements for board members will be emailed to each member for completion.

Vote: Passed Unanimously

6.8 Staff Offices/Conference Room – Remodeling Cam-Plex office board room to house the Operations team and also build an additional conference room at an expense of \$10-15K for each project.

Motion: To approve Director Lyles to proceed with interior modifications to allow for new offices for the Operations team and creation of new conference room with Building Maintenance Fund being the funding source for the projects.

Moved: Jake Boller; **Second:** Charles Land; **Discussion:** None

Vote: Passed Unanimously

7. CORRESPONDENCE

7.1 NHSFR Letter Requesting Bids – Brief discussion regarding if CCPLB is willing to put in a bid for the NHSRA future rodeos with our available options. Agreed that we would offer a submission but not any facility improvements offered. No formal action taken.

7.2 Request for Deed and Leasehold Records – There was a request from Commissioner Ford for the CAM-PLEX Deed and Leasehold records.

8. BOARD CALENDAR

Upcoming Board Meetings:

- July 10, 2025 @ 6:30 PM - CCPLB Regular Meeting – Cam-Plex Office Board Room*note location change*
- August 14, 2025 @ 6:30 PM - CCPLB Regular Meeting – Energy Hall Conference Room
- August 15, 2025 @ 6:00 PM – Cam-Plex 40th Anniversary Celebration
- August 16, 2025 @ 6:00 PM – Cam-Plex 40th Anniversary Celebration
- September 11, 2025 @ 6:30 PM - CCPLB Regular Meeting – Energy Hall Conference Room
- October 9, 2025 @ 6:30 PM - CCPLB Regular Meeting – Energy Hall Conference Room

9. ADJOURNMENT

Meeting adjourned at 7:54 PM.

Motion: To adjourn this meeting.

Moved: Jerry Means; **Second:** Janalee Black; **Discussion:** None

Vote: Passed Unanimously

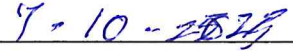
Minutes Prepared By: Vickie Balo

Date: 06/23/2025

Minutes Approved By:

Campbell County
Public Land board


Larry Mills, CCPLB Secretary


Date