



## CCPLB MEETING MINUTES:

March 12, 2026

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**MEMBERS PRESENT:** Jerry Means, Brian Norstegaard, Jake Boller, Terry Leu, Rocky Marquiss

**MEMBERS ABSENT:** Laura Chapman and Janalee Black

**LEGAL COUNSEL & BOARD LIASONS PRESENT:** J. David Horning - *Horning, Horning & McGrath*, Heidi Gross - *City of Gillette Liaison*

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

**GUESTS:** Terri Lyles, Mike Moore (Campbell County Public Works Executive Director), 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 March 12, 2026, at CAM-PLEX. The meeting was called to order by Board Vice-Chair Boller at 6:30 p.m.

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

Motion: To approve the agenda.

Moved: Rocky Marquiss; Second: Brian Norstegaard; Discussion: None

Vote: Passed Unanimously

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

Motion: To approve the consent agenda.

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

Vote: Passed Unanimously

### 4. CITIZEN INPUT

None.

### 5. STAFF REPORTS

#### 5.1 Executive Director's Report

Executive Director Lyles summarized key points from his report, noting strong fiscal year performance to date. A recent snowstorm caused several roof leaks, resulting in damaged ceiling tiles in the Wyoming Center and Energy Hall. The roof remains under warranty. Replacement of the damaged ceiling tiles in Energy Hall was delayed until leak sources were identified, which temporarily impacted several events; the issue has since been resolved. Ceiling tile replacement in the Wyoming Center mezzanine will occur as time permits, as the area is not customer-facing.

#### 5.2 Facilities & Operations

Director Beyerl reported that the painting of Central Pavilion is expected to be completed early next week, followed by installation of steel panels to cover insulation. The floor scrubber is anticipated to arrive in the first week of April. Energy-efficient window replacement for the Heritage Center will be installed upon delivery. A new exhaust fan for the Heritage Center basement has been ordered and will be installed upon arrival.

#### 5.3 Events

Executive Director Lyles provided a brief overview of upcoming and recent events included in the board packet. He highlighted the recent Sportsman Banquet as the largest dinner ever hosted at CAM-PLEX and generated a record-breaking \$650,000 in funds raised.

#### **5.4 Finance**

Director Balo reported that budget preparation is underway and thanked Executive Director Lyles and Technical Director Schuff for their support and expertise. All requested materials have been submitted to the auditors, with additional documentation to be provided as needed. Interviews for the Finance Coordinator position are ongoing, with an offer anticipated next week.

### **6. BOARD PROCESS**

#### **6.1 Pronghorn Industrial Park: Sewer Easement & Gas Line**

Mr. Mike Moore, Campbell County Public Works Executive Director, presented information regarding the Pronghorn Industrial Park sanitary sewer way station project.

**Motion:** To approve the easement with attorney-recommended redline modifications as presented and contingent upon the acceptance of the terms by the City.

**Moved:** Rocky Marquiss; **Second:** Brian Norstegaard.

**Discussion:** The project includes installation of a six-inch forced main along the south side of the Pronghorn Archery Range. Public Works requested both a temporary construction easement and a permanent easement. Discussion included proposed red line modifications. Attorney Horning clarified that the temporary construction easement would allow access across the property during construction and would terminate upon project completion. Thereafter, permanent access to the easement would be limited to designated entry points due to the Pronghorn Archery Range layout. Upon completion, the easement would automatically be transferred to the city without further Board action.

Executive Director Lyles reported receiving a request from an engineering firm to verify the location of a gas line. Mr. Moore explained that Campbell County had an agreement with Black Hills Energy to install a four-inch gas line in August 2024; however, the line appears to have been constructed outside the designated right-of-way along its full length to the college rodeo arena. Black Hills Energy has requested an easement to maintain line in its current location. As the Board previously granted an easement to the College Foundation in August 2024, the County will need to coordinate with the College Foundation regarding next steps.

**Vote:** Passed Unanimously

#### **6.2 Johnson Controls Quote for Pneumatic Replacement at Wyoming Center**

Staff presented a proposal to replace pneumatic controls in the Wyoming Center.

**Motion:** To approve the \$43,732.37 for pneumatic replacement, contingent upon City of Gillette approval to use the savings from the other budget lines; if not approved, to authorize use of the Wyoming Center Reserve Fund interest.

**Moved:** Rocky Marquiss; **Second:** Jerry Means.

**Discussion:** The current system includes an air compressor that continues to operate roughly \$45,000.00 in actuators. There is an air compressor located in the Heritage Center basement that

is primarily responsible for the fire suppression system. The approved budget is \$30,000 for this project; however, full replacement is quoted at \$43,732.37. The Commissioners are anticipated to allow use of savings from other budget lines to cover the shortfall. Completion of the project would eliminate pneumatics in the Wyoming Center and allow relocation of the compressor to the Heritage Center as a backup.

Vote: Passed Unanimously

**6.3 Off-site Bleacher Use – 307 Racing**

The event producer reached out to Executive Director Lyles requesting reconsideration of the policy prohibiting off-site use of equipment. Following discussion, no motion was made, as the Board's position remains unchanged.

**7. BOARD CALENDAR**

Upcoming Board Meetings:

- March 25, 2026 @ 6:00 p.m. - CCPLB Special Meeting – Budget Workshop # 2 - South Lobby Board Room
- April 9, 2026 @ 4:00 p.m. – CCPLB Regular Meeting – GAMB Ponderosa Room \*\*Time and location change\*\*
- April 9, 2026 – Joint Powers Boards – Budget Presentations to City and County
- May 7, 2026 – CCPLB Regular meeting will take place just before start of CCPLB presentation at Joint Budget Meeting
- May 7, 2026 – Joint Powers Boards – Final Presentations Final Meeting (if needed)
- May 14, 2026 @ 6:30 p.m. - CCPLB Regular Meeting – Energy Hall Conference Room
- June 11, 2026 @ 6:30 p.m. - CCPLB Regular Meeting – Energy Hall Conference Room

**8. ADJOURNMENT**

Meeting adjourned at 7:33 p.m.

Minutes Prepared By: Vickie Balo

Date: 3/19/26

Minutes Approved By:

*Campbell County  
Public Land board*

  
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Janalee Black, CCPLB Secretary

4-9-26  
Date: