

MEMBERS PRESENT: Laura Chapman, Janalee Black, Brian Norstegaard, Jerry Means, Jake Boller, Terry Leu, Rocky Marquiss

MEMBERS ABSENT: Heidi Gross – *City of Gillette Liaison*

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

STAFF: Aaron Lyles, Aaron Beyerl, Adam Schuff, Vickie Balo

GUESTS: Kyle Ferris (Remote), Anthony Barlow (Remote), Teri Lyles, Shannon Stephanic(?)

1. CALL TO ORDER

The Campbell County Public Land Board meeting was held on November 25th, 2025, at the CAMPLEX. 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: Jerry Means; **Second:** Jake Boller; **Discussion:** None

Vote: Passed Unanimously

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

Motion: To approve the consent agenda.

Moved: Jake Boller; **Second:** Janalee Black; **Discussion:** None

Vote: Passed Unanimously

4. CITIZEN INPUT

None

5. STAFF REPORTS

5.1 Executive Director’s Report – Executive Director Lyles reported on the recent equine herpes outbreak traced to a national events in Texas. At this time approximately fifteen (15) horses exhibited symptoms shortly after the event, with up to thirty-three (33) cases reported nation wide. The closest confirmed case to our region is in South Dakota. As a result, we have received our first event cancellation: the ARP Barrel Race scheduled for December 5-6. Additionally, about six (6) individuals have cancelled barrel/pole barn riding time. Discussions have been held with the Buck & Ball producers regarding safety protocols. We will continue to follow guidance from state and local veterinarians; at this time operations will remain business as usual. As of midday November 25, 2025, there are no reported cases in Wyoming. There will be adverse revenue impacts due to the cancellations. Executive Director Lyles noted that the favorable fall weather has allowed completion of several projects. Twenty-two (22) streetlights were not functioning as of this morning, partly due to issues with the *SmartThings* relays. Technical Director, Adam, has established a work-around, restoring eleven (11) lights so far. These *smart things* relays allow us to control the streetlights. We are entering into our exceptionally busy season. Progress continues on the new conference room development. The Assistant Director of Operations starts on December 1st, with the focus on administrative process and help to support and organize staff, planning, contracts and those kinds of things. The permanent winter rodeo set up has been completed in East Pavilion. Board member Jerry Means expressed his appreciation for the updated reception desk area.

5.2 Facilities & Operations – Mr. Beyerl reported that the new operations workspace is nearing completion, with final electrical and date work underway in preparation for the arrival of the new Assistant Director of Operations. One gazebo is complete; however, the second was damaged due to severe winds and replacement parts are on order. The East and Central Pavilion breezeways bathroom countertops were replaced last week, and the next phase will include full replacement of ceiling tiles.

5.3 Events – Director Lyles addressed comments made at the recent Gaming Commission meeting, confirming that horse racing will maintain the same number of race days as last season, with no planned reductions. He will review the comments, if any, from the meeting that were speaking towards a reduced racing season scope and will also reach out to the horse racing director as needed. Our new Director of Events and Administration, Chris, was unable to attend the meeting due to illness in his household. His national event background and knowledge of operating procedures and best practices are expected to be strong assets. He has begun meeting individually with staff to gather insights for organizational improvement. Our next big theatre event is Home Free. The holiday party rental spaces already have several inquiries and our first Christmas Party in the gallery for this season is on December 5th.

5.4 Finance – Director Lyles reported that Mrs. Balo is wrapping up year items and recently met with the city to discuss year-end processes. At the December meeting, the board will receive a report recommending allocation of any unassigned revenue back into the three designated funds: the Maintenance Fund, the CAM Event Fund, and the Wage Security Fund, in proportion to revenue source. Both the investment report and the priority maintenance report will be prepared for presentation at the quarterly Commissioners meeting and at our next Board meeting.

BOARD PROCESS

6.1 Verizon Cell Tower Request

Verizon is interested in potentially placing a cell tower on top of the Heritage Center Theatre. They are proposing a \$1,000 to \$1,500 per month lease. They would prefer to have their own metered power source. This is their preferred site, and they are seeking board initial permission prior to applying for a permit with the City of Gillette.

Motion: To grant preliminary approval for Verizon to proceed with the permit application process with the City of Gillette.

Moved: Rocky Marquiss; **Second:** Jerry Means; **Discussion:** Surface damage reimbursement was discussed as preferential when negotiating with them.

Vote: Passed Unanimously

6.2 Bid Award: Wyoming Center Lighting Replacement

This is a continuation of the project initiated two years ago in Spirit Hall, expanding to Equality and Frontier Halls. One bid was received from Crum Electric – the same vendor awarded the original project. This bid includes materials only; Cam-Plex staff will schedule and perform installation.

Motion: To accept the bid as proposed from Crum Electric for the Wyoming Center Lighting Replacement Phase 2 in the amount of two hundred ninety-four thousand, five hundred forty-five dollars (\$294,545.45).

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

Vote: Passed Unanimously

Motion: To authorize an amendment for the appropriation of the funds for the awarded Wyoming Center Replacement project out of the Wyoming Center Reserve fund in the amount of \$294,545.45.

Moved: Janalee; **Second:** Jake Boller; **Discussion:** None

Vote: Passed Unanimously

6.3 MOU – Rock Pile Museum

The Memorandum of Understanding between Campbell County Public Land Board, Campbell County Board of County Commissioners, and Campbell County Rockpile Museum Board of Directors regarding construction and operation of museum facility was discussed. A workshop with the appointees from all three entities was proposed. Board members Jake Boller and Brian Norstegaard will be our liaisons for this workshop. Additional details will follow.

6.4 Ice Racing

Ice Racing producer Anthony Barlow addressed the Board to express concerns regarding the non-renewal of his event booking. Board received the concerns and directed Mr. Barlow to staff for determining the outcomes of event contracting.

6.5 Board Election of Officers

Annual Officer Election results are as follows:

Nomination and Motion: To elect Laura Chapman as the Board Chair for the Campbell County Public Land Board.

Moved: Janalee Black; **Second:** Jake Boller; **Discussion:** None

Vote: Passed Unanimously

Nomination and Motion: To elect Jake Boller as the Vice Chair for the Campbell County Public Land Board.

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

Vote: Passed Unanimously

Nomination and Motion: To elect Brian Norstegaard as the Treasurer for the Campbell County Public Land Board.

Moved: Jake Boller; **Second:** Janalee Black; **Discussion:** None

Vote: Passed Unanimously

Nomination and Motion: To elect Janalee Black as the Secretary for the Campbell County Public Land Board.

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

Vote: Passed Unanimously

The Governance Committee members are Jake Boller as committee chair along with Jerry Means and Brian Norstegaard.

The Community Linkage Committee members are Janalee Black as committee chair along with Rocky Marquiss and Terry Leu.

7. BOARD CALENDAR

Upcoming Board Meetings:

- December 11, 2025 @ 6:00 PM – Commissioners Quarterly Meeting – Energy Hall Conference Room
- December 11, 2025 @ 6:30 PM - CCPLB Regular Meeting – Energy Hall Conference Room
- January 08, 2026 @ 6:30 PM – CCPLB Regular Meeting – Energy Hall Conference
- February 12, 2026 @ 6:30 PM - CCPLB Regular Meeting – Energy Hall Conference Room

8. ADJOURNMENT

Meeting adjourned at 8:26 PM.

Minutes Prepared By: Vickie Balo

Date: 12/05/2025

Minutes Approved By:

**Campbell County
Public Land board**


Janalee Black, CCPLB Secretary

12-11-25

Date