



## CCPLB MEETING MINUTES:

February 8, 2024

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**MEMBERS PRESENT:** Chuck Land, Laura Chapman, Larry Mills, Brian Norstegaard, Jake Boller, Jerry Means

**MEMBERS ABSENT:** Skylar Pownall

**LEGAL COUNSEL & BOARD LIASONS PRESENT:** David Horning- *Horning, Horning & McGrath*, Kelley McCreery- *County Commissioners Liaison*, Heidi Gross- *City of Gillette Liaison*

**STAFF:** Aaron Lyles, Adam Schuff, Mary Hipsag, ReNae Keuck, Megan Olson, Spencer Pierce, Taylor Ortega, Doug Griffis, Maddy Cone

**GUESTS:** Laramie Segman with *First Northern Bank*, Sean Brown with *City of Gillette*, Kyle Ferris with *Campbell Co. Attorney's Office*, Bob Jordan with *Campbell Co. Commissioner's Office*, Jake Goodrick with *Gillette News Record*, four unidentified citizens

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### 1. CALL TO ORDER

Campbell County Public Land Board meeting was held on February 8, 2024, at the CAM-PLEX. The meeting was called to order by Chairperson Mr. Land at 6:30 PM.

### 2. APPROVAL OF CCPLB AGENDA

Ms. Chapman moved to approve the agenda.

Second: Mr. Mills

Vote: Passed Unanimously

### 3. CONSENT AGENDA; APPROVAL OF WARRANTS

Mr. Boller moved to amend February 8, 2024, meeting minutes to include the statement, "Pursuant to 16-4-405(a)(ix) to consider or receive information subject to the attorney-client privilege for consideration or receipt of information classified as confidential by law-attorney/client communications," to the motion to move into executive session made by Ms. Chapman at the January 11, 2024, regular board meeting.

Second: Mr. Norstegaard

Vote: Passed Unanimously

### 4. CITIZEN INPUT

Kelley McCreery introduced Bob Jordan, the newly appointed Campbell County Commissioner.

### 5. STAFF REPORTS

**5.1 Executive Director's Report ("Attachment C")-** Staff updated the board on the marquee on South Garner Road and the related insurance claim. Several Camporee items, the Shooting Sports Complex, 307 Horse Racing, the upcoming 2024-2024 Budget, and capital projects were other subjects that the board received updates on from Mr. Lyles.

**5.2 Facilities & Operations-** Staff provided general updates.

**5.3 Events-** Staff provided general updates on scheduled February events and introduced Maddy Cone, the newly hired sales team member.

**5.4 Finance-** Staff updated board as to the status of the budget process. Budgets will be ready for review at the March regular meeting.

## 6. BOARD PROCESS

**6.1 Camporee Update-** Mr. Lyles updated the board on contract amendment requests outlined in the email from Vern Byrd and subsequent effects of those requests.

Ms. Chapman moved to direct counsel to take the previous board approved Camporee contract amendments and the correspondence with Vern Byrd to draft an amendment to the Camporee Contract.

Second: Mr. Norstegaard; It was discussed that the \$340,000.00 would be reallocated towards other Camporee contract expenses.

Vote: Passed unanimously

**6.2 Master Plan and Ballot Update-** Funding entities are working to determine ballot language. No action was taken.

**6.3 Board Governance Policy-** No action was taken.

**6.4 Bid Opening Results-** Bid results from the February 7, 2024, bid opening with Vice-chair Ms. Chapman representing the board, were reviewed. There were no bids received for Project #1032-HDPE Pipe Supply.

**Project #1024 Tables and Carts** one bid was received for this project in the amount of \$38,179.00 from MityLite. Staff recommended the board accept the bid.

Laura moved to accept from MityLite in the amount of \$38,179.00.

Second: Mr. Mills

Vote: Passed unanimously

**Project #1026 Energy Window Replacement** one bid was received for this project in the amount of \$55,100.00 from Norton Construction. Staff recommended the board accept the bid.

Laura moved to accept the bid from Norton Construction for the Energy Hall Window Replacement.

Second: Mr. Boller

Vote: Passed unanimously

**Project #1028 East and Central Door/Frame Replacement** one bid was received for this project in the amount of \$88,056.00 from Norton Construction. Staff recommended the board accept the bid.

Mr. Mills moved to accept the bid from Norton Construction for East and Central Door/Frame Replacement in the amount of \$88,056.00.

Second: Ms. Chapman

Vote: Passed unanimously

**Project #1032 HDPE Pipe Supply** there were not any bids received on this project. The pipe will be necessary during Camporee for a potable water line and a gray water line from different locations to various tanks. Staff asked for board approval to direct source this purchase.

Ms. Chapman moved to approve staff to direct source the HDPE Pipe supply purchase necessary for clean and gray water for Camporee.

Second: Mr. Mills

Vote: Passed unanimously

**Project #1030 Temporary Fencing** two bids were received for this project. Broadfence Inc. submitted a bid in the amount of \$105,388.00. The other bid was submitted by Powder River Construction in the amount of \$110,600.00. Staff recommended accepting the bid from Powder River Construction per Cam-plex's purchasing policy in which resident contractors receive a 5 (five) % preference.

Mr. Mills moved to accept the bid from Powder River Construction's bid in the amount of \$110,600.00.

Second: Mr. Means  
Vote: Passed unanimously

7. **MATTER FOR NOTING-** Mr. Land reviewed with the board the annual blasting plan notification letter from Black Hills Energy.

8. **EXECUTIVE SESSION**

Ms. Chapman moved to enter executive session at 7:50 PM pursuant to 16-4-405(a)(vii) to consider the selection of a site or the purchase of real estate, and (a)(iii) and (ix) on matters concerning litigation to which the governing body is a party and to consider or receive information subject to the attorney-client privilege.

Second: Mr. Mills  
Vote: Passed unanimously  
Resumed regular session at 8:39 PM

9. **OTHER BUSINESS**

Ms. Chapman moved that the board waive the attorney-client privilege with respect to the Confidential Report regarding the independent third-party human resources audit performed at the request of the Board in 2022 and authorize legal counsel to further disclose that report in counsel's discretion.

Second: Mr. Mills  
Vote: Passed unanimously

10. **BOARD CALENDAR**

Upcoming Board Meetings:

- March 14, 2024 – CCPLB Meeting/Regular at 6:30 PM
- March 21, 2024 – CCPLB and Staff Budget Planning Meeting at 5:00 PM

11. **ADJOURNMENT**

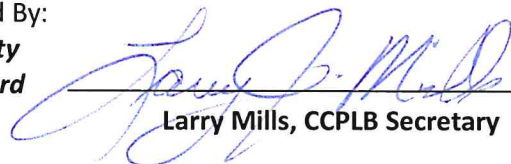
Meeting adjourned at 8:44 PM.

Minutes Prepared By: Megan Olson

Date: 2/23/2024

Minutes Approved By:

**Campbell County  
Public Land board**

  
Larry Mills, CCPLB Secretary

2-14-2024  
Date