



CCPLB MEETING MINUTES: February 9, 2023

ATTENDEES

MEMBERS PRESENT: Darin Edmonds, Laura Chapman, Charlene Camblin, Bob Maul, Larry Mills, Chuck Land, Skyler Pownall.

MEMBERS ABSENT:

LEGAL COUNSEL: Joe Hallock.

STAFF: ReNae Keuck, Mikenzie Ochs, Will Hastreiter, Keith Howard, Aaron Lyles, Pam Altenberg.

STAFF ABSENT:

GUESTS: Jake Goodrich *Gillette News Record*, Mary Stroka *County 17*, Kelley McCreery *Campbell County Commissioner Liaison*, Travis Raisley *Raisley Painting, LLC*.

1. CALL TO ORDER

Campbell County Public Land Board Meeting was held on February 9, 2023, at CAM-PLEX. The meeting began at 6:31 PM. The meeting was presided over by Chairman Darin Edmonds.

2. APPROVAL OF CCPLB AGENDA

A. To approve the February 9, 2023, Agenda as amended

Discussion: To amend the agenda to add item 7.5. Consideration of the NHSRA 2028 and 2029 Rodeo Finals Contract.

Motion: To approve the February 9, 2023, Agenda as amended

Moved: Ms. Camblin

Second: Ms. Chapman

Vote: Motion passed unanimously

3. APPROVAL OF MINUTES

A. To approve the January 12, 2023, CCPLB Meeting Minutes

To approve the January 12, 2023, CCPLB Executive Session Meeting Minutes

DISCUSSION: None

Motion: To approve the January 12, 2023, CCPLB Meeting Minutes and Executive Session Meeting Minutes as presented

Moved: Ms. Chapman

Second: Mr. Land

Vote: Motion passed unanimously

4. CONSENT AGENDA; APPROVAL OF WARRANTS

A. The Warrants for the February 9, 2023, meeting were reviewed.

- January 2023 Accounts Payable Voucher Numbers 4982 - 5172 in the amount of \$207,620.81
- January 2023 Manual Purchase Order Numbers 11269 - 11289 in the amount of \$233,126.22
- January 2023 Payroll Warrants in the amount of \$176,473.81 for the period of 12/25/2022 – 01/07/2023

Discussion: Mr. Pownall inquired about a charge to the Visa TR Fund for roughly \$10,000. Ms. Keuck informed Mr. Pownall that the amount of \$10,311.00 was the monthly payment for the Visa card.

Moved: Ms. Chapman

Second: Mr. Maul

Vote: Motion passed unanimously

5. CITIZEN INPUT

DISCUSSION: None

6. OPERATION REPORT/UPDATE

A. Executive Director's Report - Aaron Lyles, Executive Director, acknowledged and thanked Mr. Travis Raisley, *Raisley Painting, LLC*, for the exceptional job he performed painting the inside of East Pavilion. Mr. Lyles referred the Board to his Director's Report which is attached in this month's board member binders. Areas reported on were: Facilities – Hail Claim, Shower House Claim/Repair, East Pavilion Door 10. Major Projects and Events: NHSFR Volunteer Sign-up open, NHSFRA

Mid-Winter Meeting Wrap-up, Digital Scoreboard Follow-up, Populous Master Planning Update, Amphitheater Update, Camporee - Mr. Lyles directed the Board to the map attached in the Board Packet. The highlighted areas on the map are the setbacks that Camporee will be looking for quick claims on. Upcoming Calendar Highlights for February. Expanding on the need to improve communication, Mr. Lyles has included a report of CAM-PLEX events in the news. Mr. Edmonds asked what advertising outlets CAM-PLEX uses. Mr. Lyles replied not many as the budget for advertising is very lean. Social Media is where the largest leverage can happen. Physical Media includes: Billboards (the Pepsi Billboard, the Billboard that CAM-PLEX has co-use of space at S. Garner Lake Rd. and Hwy 14-16, and the Billboard at Butler Spaeth and Boxelder Rd. Mr. Maul expressed the need to make the community more aware of what local community service groups do. How much do they raise and for what purpose. Money raised at these events stays within the community. Direct View LED Video Wall Project, Hail Damage Claim Remaining Work Report, Travelers Insurance Estimate Report for Windmill Shower House – Loss of Damage, and an Estimate of Repairs. Mr. Lyles reports Mr. Larson has run into some obstacles in dealing with the insurance company. There will be considerations that the Board will have to act on. Mr. Lyles full report is attached.

(ATTACHMENT "C").

B. Facilities & Operations – Will Hastreiter, Director of Operations, referred the Board to his Director's Report which is attached in this month's board member binders. Areas reported on were: Correspondence from Mr. Trevor Larson, Van Ewing Construction, sent to Travelers Insurance Company re: Remaining work as well as proposals for Travelers that need to be approved to allow Van Ewing Construction to move forward with the remaining roof work and the EIFS. Mr. Hastreiter informed the Board that he and Mr. Lyles will be meeting with Mr. Trevor Larson tomorrow to go over issues that are still pending. Mr. Pownall recommended to invite Shelby Means, HUB International Insurance Broker, Representative for CAM-PLEX, to attend tomorrow's meeting.

C. Events – Keith Howard, Director of Sales and Marketing, reported on Events scheduled at CAM-PLEX. Theater Events: TPC Productions' The Jungle Book will be performing in the Heritage Center Theater Friday, February 10, 2023. CC Fire Department Swearing in Ceremony February 13th, Dance Arts Gillette Fundraiser February 18th, Rodney Carrington (2 shows) February 24th, and Campbell County School District 6th – 8th Grade Orchestra Gala February 28th. Sports: Pinnacle Bank Shootout Basketball Tournament February 3rd – 5th. Camel Kids Wrestling Tournament February 11th – February 12th. 4-H Shooting Sports February 12th. K2's Clash at the CAM-PLEX Soccer Tournament February 19th. Gillette Little League Baseball Tryouts February 27th – February 28th. Equestrian, Ewe, & Dog: All Grit, No Quit Bull Riders School February 3rd – February 5th. Adon Ranch Productions' Winter Series February 12th. Powder River Ewe-Betcha Trials, February 18th – February 19th.

D. Finance – ReNae Keuck, Director of Finance, reports monies have been moved from WYOSTAR to WGIF for investment purposes. Budget projections have begun. A full report will be presented to the Board at the next scheduled meeting, March 9, 2023. Several accounts such as fuel and utilities are being closely monitored as many costs have increased due to inflation. The Operations portion of budget planning has started.

7. BOARD PROCESS

7.1. Master Plan Update & Introductions

Mr. Lyles informed the Board a community survey is an important piece in planning for the community to engage with feedback. Different options are being looked at to provide a survey. Ms. Chapman updated the Board informing them that the first stage of phase one is nearly complete. The next stage includes working on the community survey. More information will be provided at the next board meeting.

7.2. Camporee Update

Mr. Lyles informed the Board he has been busy planning for Camporee. Mr. Lyles has a meeting scheduled next Monday, February 13, with Mr. Vern Byrd, International Pathfinder Center for Youth Evangelism Operations Director, to strategize what commitments are definite so staff can move forward in budget planning. A Camporee community relations representative was in Gillette last week working with the community to plan for public service duties that the group will perform during their event in 2024.

7.3 Landscaping RFQ Revised to Landscaping

After speaking with Campbell County Public Works, Mr. Lyles reported that the timeline to execute an RFQ could be shortened by 30-45 days, possibly 60 days, if the RFP request happens immediately. Mr. Lyles requested permission from the Board to transition from an RFQ to an RFP.

Motion: To authorize the Executive Director to pursue an RFP, Request for Proposals, for Landscaping in lieu of RFQ, Request for Qualifications.

Moved: Ms. Chapman

Second: Mr. Maul

Voted: Motion passed unanimously

7.4 CCPLB Attorney Extension

The Board requested to extend the contract of Mr. Joe Hallock, CCPLB Interim Attorney, to serve CCPLB through June 30, 2023.

Motion: To extend the contract of Mr. Joe Hallock, CCPLB Interim Attorney, through June 30, 2023.

Moved: Ms. Chapman

Second: Ms. Camblin

Discussion: After further discussion, Mr. Pownall suggested, due to the unknown timeframe in finding a replacement for Mr. Hallock, Mr. Pownall recommended to extend Mr. Hallock's contract indefinitely which could relieve Mr. Hallock duties sooner than the June 30, 2023, date.

Motion: To amend the previous motion made by Ms. Chapman, to extend Mr. Hallock's term with CCPLB indefinitely.

Moved: Mr. Pownall

Second: Mr. Maul

Voted: Motion passed unanimously

DISCUSSION - FRANK STEVENS MEMORIAL UPDATE:

Ms. Camblin asked Mikenzie Ochs, Senior Sales Manager, to update the Board on the progress of the Frank Stevens Memorial. Ms. Ochs reported the paperwork for the road name change has been filled out and will be sent to the City of Gillette tomorrow. Members of this committee are working with the Stevens Family on details for the plaque which will be placed in the Heritage Center Theater Lobby. Ms. Camblin, Ms. Ochs, Ms. Keuck, and Mr. Land, are planning on scheduling a ceremony for the plaque dedication and road opening when everything is complete. This committee will update the Board on the date and time of the ceremony when scheduled.

7.5 Consideration of the National High Schools Finals Rodeo Association 2028/2029

Mr. Lyles informed the Board he is very pleased to announce CAM-PLEX has come to terms with the National High School Finals Rodeo Association and that the Rodeo will be back in Gillette for the years 2028 and 2029. CAM-PLEX had been awarded the National Junior High School Finals Rodeo for 2028 and 2029; however, due to the NJHSFRA awarding a 14-year contract to the Lazy E Arena, as well as Kansas City not being able to deliver on their facilities commitment for the NHSFR in 2028 and 2029, their loss is CAM-PLEX's gain. No changes to contracts have been made throughout the years, however changes have been negotiated between NHSFRA & CAM-PLEX to adjust a few items which will benefit CAM-PLEX. Mr. Lyles asked the Board to execute this contract. Counterbalance – NHSFRA presented the need to move toward indoor facilities. Mr. Lyles expressed, the fact that the NJHSRA just awarded a 14-year contract to Lazy E Arena it is time for our community to decide which direction to follow. Mr. Lyles has no reservation that this same route will follow suit with the NHSRA and Gillette needs to decide if this community wants to host additional rodeo events past 2029.

Motion: To move to accept the contract for the National High Schools Finals Rodeo for 2028 and 2029.

Moved: Ms. Camblin

Second: Mr. Land

Voted: Motion passed unanimously

8. MATTERS FOR NOTING

A. CORRESPONDENCE:

DISCUSSION: None

9. BOARD CALENDAR

i. Upcoming Board Meetings:

- a. March 9, 2023 @ 6:30 p.m. (Quarterly Commissioner Meeting starts @ 6 p.m.)
Main Office Board Room
- b. April 13, 2023 @ 6:30 p.m. (Workshop starts at 6 p.m.) Energy Hall Conference Room
Main Office Board Room

ii. Other Meetings/Events:

- a. March 28, 2023 @ 5 p.m. - CCPLB/Managers Budget Meeting — Main Office Board Room
- b. April 19, 2023 @ 6:30 p.m. - Joint Powers Boards Budget Request Meeting with County and City
Campbell County Commissioners Chambers

10. ADJOURNMENT

Meeting adjourned at 7:46 PM.

MINUTES PREPARED BY

Pam Altenberg, February 17, 2023

MINUTES APPROVED BY

SECRETARY:



[Campbell County Public Land Board]

(Signature & Date) Chuck Land, CCPLB Secretary