



CCPLB MEETING MINUTES: November 9, 2023

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

MEMBERS ABSENT: None

LEGAL COUNSEL & BOARD LIASONS PRESENT: David Horning- *Horning, Horning & McGrath*, Heidi Gross- *City of Gillette Liaison*; **BOARD LIASONS NOT PRESENT:** Kelley McCreery

STAFF: Aaron Lyles, Adam Schuff, Mary Hipsag, Shane Stefanick, Sheree Small, Doug Griffis, Megan Olson

GUESTS: Mary Stroka with *County 17*, Jake Goodrick from *Gillette News Record*, Sean Brown with *City of Gillette*, Rocky Marquiss

1. CALL TO ORDER

Campbell County Public Land Board meeting was held on November 9, 2023, at the CAM-PLEX. The meeting was called to order by Chairperson Mr. Land at 6:32 PM.

2. APPROVAL OF CCPLB AGENDA

Ms. Chapman moved to amend the agenda with the addition of officer elections, item 8A.

Second: Mr. Mills; Discussion: None

Vote: Passed Unanimously

Ms. Chapman moved to approve the agenda as amended.

Second: Mr. Mills; Discussion: None

Vote: Passed Unanimously

3. CONSENT AGENDA; APPROVAL OF WARRANTS

Mr. Norstegaard moved to amend the consent agenda with the addition of executive minutes from the October 12, 2023, meeting and the special meeting minutes from November 2, 2023.

Second: Mr. Boller; Discussion: None

Vote: Passed Unanimously

Mr. Mills moved to approve the consent agenda.

Second: Ms. Chapman; Discussion: None

Vote: Passed Unanimously

4. CITIZEN INPUT- None

5. STAFF REPORTS

5.1 Executive Director's Report (Attachment C)

Camporee signage options and lodging issues were discussed. The upcoming Buck & Ball meeting was highlighted by Mr. Lyles. New staff were introduced. Maintenance assessment was provided and discussed with board members.

5.2 Facilities & Operations- Staff provided general updates.

5.3 Events- Staff provided general updates.

5.4 Finance- Mr. Lyles gave a brief update.

6. BOARD PROCESS

6.1 Required Public Officer -Local training option will be February 15, 2024. Training can also be done virtually.

6.2 Van Ewing hail claim- Mr. Lyles recommended the board authorize substantial completion, allowing Van Ewing to apply for retainage amount.

Mr. Pownall moved to approve substantial completion for Van Ewing.

Second: Mr. Mills; Discussion: None

Vote: Passed Unanimously

6.3 Outdoor Recreation Grant- Mr. Lyles reviewed with the board that the CAM-PLEX was unsuccessful in their application to secure grant funding from the Wyoming Outdoor Recreation Grant Program.

6.4 Wyoming Center Boiler/Re-Key Project- Quote provided by Powder River Heating and Air Conditioning to repair all boilers in the Wyoming Center was reviewed by the board.

Mr. Pownall moved to direct staff to accept the bid from Powder River Heating and Air Conditioning, not to exceed \$31,320.00, and allocate from Wyoming Center reserve fund.

Second: Ms. Chapman; Discussion: None

Vote: Passed Unanimously

6.5 Capital Projects- Mr. Lyles reviewed capital project bids that were opened by Chair Mr. Land and Vice-Chair Ms. Chapman on November 7, 2023.

Project #1001 Central and East Lighting Replacement one bid was received for this project in the amount of \$320,550.00. The budgeted amount was significantly less than the received bid amount.

Mr. Mills moved to utilize funds already specified for Central and East Lighting replacement to direct source purchase of fixtures for East Pavilion with CAM-PLEX staff to perform installation.

Second: Mr. Norstegaard; Discussion: None

Vote: Passed Unanimously

Project #1003 WY Center Lighting two bids were received for this project. The first bid was for \$127,951.00. The second bid was for \$110,376.00. Staff recommended the board accept the lower bid of the two received bids.

Ms. Chapman moved to accept the bid for Spirit Hall lighting from Crum Electric in the amount of \$110,376.00.

Second: Mr. Mills; Discussion: Mr. Lyles stated that the approval for this project was built into the city, county, and CCPLB votes for the budget this year. WY Center is phase 1 of the planned lighting replacement for the three sections.

Vote: Passed Unanimously

Project #1009 Swamp Cooler Replacement one bid was received for this project in the amount of \$88,860.00. Staff recommended the board accept this bid for swamp cooler replacement in Central and East Pavilion.

Mr. Boller moved to accept the bid from Powder River Heating and Air in the amount of \$88,860.00.

Second: Mr. Means; Discussion: None

Vote: Passed Unanimously

Project #1018 Energy Hall Sidewalk Repair and Replacement one bid was received for this project in the amount of \$43,650.00. Staff recommended the board accept this bid for sidewalk repair.

Ms. Chapman moved to accept the bid from Mountain Peak Construction for sidewalk repair outside of Energy Hall in the amount of \$43,650.00.

Second: Mr. Mills; Discussion: None

Vote: Passed Unanimously

Project #1022 Pipe and Drape one bid was received for this project in the amount of \$44,756.07. Staff recommended the board accept this bid for pipe and drape.

Ms. Chapman moved to direct staff to accept the bid from Georgia Expo and allow for staff to include additional items relative to that bid up to include but not to exceed the original budgeted amount.

Second: Mr. Pownall; Discussion: None

Vote: Passed Unanimously

Projects #1005 Conex Storage Units, #1014 Fuel Island Cover, and #1020 Kitchen Warmers there were not any bids submitted for these projects. Mr. Lyles requested board approval to allow the staff to direct source the materials for these projects.

Mr. Boller moved for staff to direct source the three items for which no bids were submitted.

Second: Mr. Mills; Discussion: None

Vote: Passed Unanimously

6.6 Master Plan Recommendation Mr. Lyles went over revised costs that were requested from Populous. Those revisions included removing any items that were not directly related to the Letter of Intent signed with NHSRA. Maintenance fund and Request for Proposal for an on-site hotel were discussed.

Ms. Chapman moved for the CCPLB to propose the Masterplan to the county and city to construct facilities improvements that satisfy the requirements of the National High School Rodeo Association commitment letter, a SPET in the sum of \$207,800,467. The scope to exclude ice hockey arena, Wrangler Arena, and horsing racing paddock.

Second: Mr. Mills; Discussion: Museum was a topic regarding consideration of land for the future building site and other stakeholders that may feel their interests would be impacted by the revised plan. It was noted that there was no funding allocated to the museum for it to be impacted by revision. However, land for the future museum is being reserved.

Vote: Passed Unanimously

7. **MATTER FOR NOTING-** Letter from Department of Interior regarding oil and gas lease on CAM-PLEX property was reviewed.

8. **OTHER BUSINESS-** Item 8A Board Elections

Ms. Chapman moved that the board, by unanimous ballot, re-elect officers as is unless there were objections.

Second: Mr. Means; Discussion: None

Vote: Passed Unanimously

9. **BOARD CALENDAR**

Upcoming Board Meetings:

- December 7, 2023 – Staff/Board Planning
- December 14, 2023 – QTRLY Commissioners Meeting @6:00 PM
CCPLB Meeting/Regular @ 6:30 PM
- January 11, 2023 – Regular CCPLB Meeting/Regular at 6:30 PM

10. ADJOURNMENT

Meeting adjourned at 8:58 PM.

Minutes Prepared By: Megan Olson

Date: November 22, 2023

Minutes Approved By:

**Campbell County
Public Land board**


Larry Mills, CCPLB Secretary

12-14-2023

Date