



CCPLB MEETING MINUTES: September 8, 2022

ATTENDEES

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

MEMBERS ABSENT: Skyler Pownall

LEGAL COUNSEL: Joe Hallock

STAFF: Pam Altenberg, ReNae Keuck, Heather Kuhrt, Mikenzie Ochs, Louis Martell, Will Hastreiter, Keith Howard, Sherrie Stone, Taylor Kinney

STAFF ABSENT:

GUESTS: Greg Schreurs *City of Gillette Liaison*, Jake Goodrich *Gillette News Record*, Sean Brown *Attorney-City of Gillette*, Norm Tillman *Pronghorn Archery Club*, Vern Byrd *Camporee (via zoom)*

1. CALL TO ORDER

Campbell County Public Land Board Meeting was held on September 8, 2022, at CAM-PLEX. The meeting began at 7:06 PM. The meeting was presided over by Chairman Darin Edmonds.

**Mr. Edmonds recognized Mr. Frank Stevens, CCPLB Attorney, who passed away Monday, September 12, 2022. Mr. Stevens dedicated 39 years of service to the Board. Mr. Edmonds expressed his sincere appreciation for Frank's committed and dedicated service to CAM-PLEX along with the Board's sympathies to Mr. Stevens Family.

2. APPROVAL OF CCPLB AGENDA

A. To approve the September 8, 2022, Agenda as presented

Discussion: None

Motion: To approve the agenda as presented

Moved: Ms. Camblin

Second: Mr. Maul

Vote: Motion passed unanimously

3. APPROVAL OF MINUTES

A. To approve the July 7, 2022, CCPLB Meeting Minutes

To approve the August 11, 2022, CCPLB Meeting Minutes

To approve the August 24, 2022, CCPLB Special Meeting Minutes – Camporee MOU/Contract

To approve the August 31, 2022, CCPLB Executive Special Meeting Minutes – Executive Director Search

DISCUSSION: None

Moved: Ms. Chapman

Second: Ms. Camblin

Vote: Motion passed

1. CONSENT AGENDA; APPROVAL OF WARRANTS

A. The Warrants for the October 13, 2022, meeting were reviewed.

- September 2022 Accounts Payable Voucher Numbers 3063 - 4313 in the amount of \$135,155.44
- September 2022 Manual Purchase Order Numbers 11157- 11188 in the amount of \$226,590.84
- September 2022 Payroll Warrants in the amount of \$182,969.11 for the period of 09/01/2022 – 09/21/2022

DISCUSSION:

Moved: Ms. Camblin

Second: Mr. Chapman

Vote: Motion passed unanimously

5. CITIZEN INPUT

DISCUSSION:

None

6. BOARD PROCESS

A. New Employees – Introduction to the Board

Ms. Keuck introduced two new employees to the Board. Taylor Kinney, Performing Arts Manager, and Sherrie Stone, Event Custodian. The Board welcomed both employees to CAM-PLEX.

B. Executive Director Search Update

Ms. Camblin notified the Board that this process has been reduced to three qualifying candidates. This Agenda item will be discussed further in Executive Session scheduled later in this meeting.

C. Master Plan

Ms. Chapman advised the Board that a decision needs to be made as to when interviews will take place for the Master Plan RFP respondents. There are two respondents consisting of: Victus Advisors, Park City, Utah and Populous, Norman, Oklahoma. The Board agreed to schedule interviews for both companies prior to the next regular scheduled Board meeting, October 13, 2022, 6 P.M. Ms. Chapman will contact both companies to relay scheduled dates/times and receive confirmation.

D. Central Pavilion/East Pavilion Exterior Door Replacement

Mr. Hastreiter informed the Board that one bid was received for this project. The original budgeted amount for this project is \$65,000.00. The bid received is from Norton Construction, Inc., for \$64,500.00. This project will replace 8 doors total.

Motion: To approve the bid from Norton Construction, Inc., for Central Pavilion/East Pavilion Exterior Door Replacement for \$64,500.00.

Moved: Ms. Chapman
Seconded: Ms. Camblin
Voted: Motion passed unanimously

E. Pronghorn Archery

Mr. Norm Tillman, Pronghorn Archery, informed the Board the archery group has 15 targets in place on the lower 40 acres which is adjacent to the upper 40 acres currently leased by Pronghorn Archery from CAM-PLEX. Pronghorn Archery asked the Board to grant the addition of the lower 40 acres to their current lease. After a brief discussion, the Board decided to move forward and award this request. The current lease will be amended to show the amendment of adding the additional 40 acres as well as the dates of the current lease to show January 1, 2021, through December 31, 2025.

Motion: To amend the current lease to revise Exhibit A, to amend the term of the current lease to reflect the term dates as Jan 1, 2021, through December 31, 2025, and to correct the legal description.

Moved: Ms. Camblin
Seconded: Ms. Chapman
Voted: Motion passed unanimously

F. Executive Session – Personnel

Motion: To enter Executive Session to discuss personnel with Mr. Hallock, CCPLB Interim Attorney, present at 7:30 p.m.

Moved: Mr. Mills
Seconded: Mr. Maul
Voted: Motion passed unanimously

CCPLB returned to regular session at 8:20 p.m. All CCPLB Members, and Mr. Hallock, were present.

Motion: To appoint Mr. Joe Hallock of Stevens, Edwards and Hallock as CCPLB legal counsel for a 90-day interim period.

Moved: Ms. Camblin
Seconded: Mr. Mills
Voted: Motion passed with 6 members voting aye. Mr. Maul was absent from the room for the vote.

The Board directed Staff to schedule zoom interviews with 3 candidates for the Executive Director job for September 13, 2022.

7. MATTERS FOR NOTING

A. CORRESPONDENCE:

DISCUSSION: None

8. BOARD CALENDAR

I. Upcoming Board Meetings:

- a. September 13, 2022, at 5 PM (Executive Director Interviews via Zoom)
CAM-PLEX Office Board Room
- b. October 13, 2022, @ 6 PM (Workshop begins @ 5:30 PM) Energy Hall Conference Room

ii. Other Meetings/Events:

- a. None

9. ADJOURNMENT

Meeting adjourned at 8:26 PM.

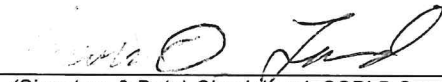
MINUTES PREPARED BY

Pam Altenberg, September 20, 2022

MINUTES APPROVED BY

SECRETARY:

[Campbell County Public Land Board]

 10-13-22
(Signature & Date) Chuck Land, CCPLB Secretary