

MINUTES OF THE CHEYENNE COUNTY
BOARD OF COMMISSIONERS
Monday, June 30, 2025

CALL TO ORDER

Commissioner Ronald Smith called the meeting to order at 9:11 am, with Commissioners RJ Jolly and Rick Pelton, County Administrator Marcy Brossman and Clerk to the Board Allison Brown present.

PLEDGE OF ALLEGIANCE/PRAYER

APPROVE AGENDA

Additions: Special Transportation Permit, Taylor Consulting LLC Contract, Fair Cooler. Commissioner Pelton moved with a second from Commissioner Jolly to approve the agenda as presented.

PUBLIC COMMENT

None

APPROVE MINUTES

Commissioner Pelton moved with a second from Commissioner Jolly to approve the minutes as written. Motion passed unanimously.

Recess at 9:17 am.

Reconvene at 9:19 am.

OLD BUSINESS

a. Veteran's Service Officer Position

1 Discussion regarding the difficulty for small county VSOs to meet State
2 requirements to maintain accreditation.

3
4 Regional VSO Glen Marciniak joined the meeting via telephone at 9:22 am.

5
6 Marciniak is in support of a four-County cooperation for a Veteran Service
7 Officer, as it will be impossible for the counties to support a full-time officer
8 separately.

9
10 Phone call ended at 9:27 am.

11
12 Consensus of the Board is to move forward with an agreement with Lincoln and
13 Washington Counties.

14
15 b. Appointed Boards Template

16 The Board tabled until County Attorney Kelly Lowery responds with her review.

17
18
19 NEW BUSINESS

20 a. Construction Permit for Installation of Utilities in Public Right-of-Way for
21 Eastern Slope Rural Telephone, Inc.

22
23 Clint Felzien joined the meeting via telephone at 9:46 am.

24
25 Discussion regarding plans for the installation of fiberoptic line.

26
27 Phone call ended at 9:50 am.

1 Commissioner Jolly moved with a second from Commissioner Pelton to approve
2 the permit. Motion passed unanimously.

3
4 10:00 am: Fiscal Agent Discussion – RETAC Board Members

5 RETAC Coordinator Kim Schallenberger, Rachel Smith and Sherry Steffen joined the
6 meeting at 9:52 am.

7
8 Discussion regarding the costs to Cheyenne County for serving as the fiscal agent
9 for RETAC. RETAC is completely grant funded, and the \$12,000 per year admin
10 fee is meant to cover the cost of time and materials. Schallenberger discussed
11 with the Board what expenses can be covered with the County’s designated funds
12 and the reimbursement process associated with those.

13
14 Ambulance Co-Director Kenny Echols joined the meeting at 10:03 am.

15
16 Discussion regarding the removal of grant-funded on call pay for EMTs.
17 Schallenberger expressed support for reapplying for that grant.

18
19 Schallenberger, Echols, Smith and Steffen left the meeting at 10:44 am.

20 Recess at 10:46 am.

21 Reconvene at 11:01 am.

22
23 b. 2025 Audit Engagement Agreement with rfarmer, LLC

24 Commissioner Jolly moved with a second from Commissioner Pelton to approve
25 the agreement. Motion passed unanimously.

26 c. Construction Permit for Installation of Utilities in Public Right-of-Way for Bill
27 Lowe

1
2 Discussion regarding the depth of line specified in the application.

3
4 Kamron Weisshaar with Black Hills Energy joined the meeting at 11:09 via telephone.

5
6 Weisshaar agreed to amend the application to state a 48” minimum depth.

7
8 Phone call ended at 11:13 am.

9
10 Commissioner Jolly moved with a second from Commissioner Pelton to approve
11 the permit, with the minimum line depth changed to 48”. Motion passed
12 unanimously.

13 d. Sign 2023 Chevrolet Tahoe Title

14 Commissioner Smith signed the title to the wrecked Tahoe in order to turn over
15 to the salvage yard.

16 e. Resolution #2025-04 Adopting County Code of Ethics

17 This matter was tabled until an opinion is received from the County Attorney.
18

19 EXPENSE VOUCHERS AND WARRANTS

20 Commissioners reviewed and approved warrants on the various funds.
21

22 OTHER BUSINESS

23 a. Special Transportation Permit for ATS Specialized, Inc.

24 Commissioner Jolly moved with a second from Commissioner Pelton to approve
25 special transportation permit #25-05 for ATS Specialized, Inc. Motion passed
26 unanimously.

27 a. Fair Refrigerator

1 Commissioner Pelton moved with a second from Commissioner Jolly to approve the
2 purchase of a portable refrigerator for use at the fairgrounds and in the community
3 building. Motion passed unanimously.

4
5 Recess at 11:38 am.

6 Reconvene at 12:24 pm.

7
8 a. Taylor Consulting, LLC Contract

9 Commissioner Jolly moved with a second from Commissioner Pelton to approve the
10 contract with Taylor Consulting, LLC, with the caveat that a more detailed log of
11 hours spent be presented in the future. Commissioner Pelton requested an
12 amendment to the motion to add a more detailed break-down of per diem expenses.
13 Commissioner Jolly approved the amendment and the motion passed unanimously.

14 b. July 9, 2025 Meeting Date

15 Commissioner Pelton has a conflict with the July 9th meeting date. The meeting was
16 tentatively rescheduled for July 10th.

17
18 ADJOURN

19 Commissioner Pelton moved with a second from Commissioner Jolly to adjourn
20 the meeting at 12:34 pm. Motion passed unanimously.