

Goshen County Board of County Commissioners

BOARD OF COUNTY COMMISSIONERS of  
GOSHEN COUNTY, WYOMING

Tuesday July 16, 2019

The Board of County Commissioners of Goshen County, Wyoming met in regular session on the above date at 9:00 am at the Goshen County Courthouse in the Commissioners Chambers with the following members present, Chairman Wally Wolski, Vice Chairman John Ellis, Commissioner Cody Cox, and Cindy Kenyon, County Clerk and Clerk of the Board. The meeting was opened with the Pledge of Allegiance. Commissioner Ellis moved to approve the agenda, minutes of the last meeting and budget hearing minutes, seconded and passed.

Sheriff Fleenor and Lt. Deen presented the profit and loss statement for the Sheriff's department. Commissioner Cox moved to accept the Sheriff's report, seconded and passed.

The County Treasurer's report was accepted from Leticia Dominguez. Commissioner Ellis moved to accept the Treasurer's report, seconded and passed.

The County Clerk's report was accepted from Cindy Kenyon. Commissioner Cox moved to approve the updated warrant report, seconded and passed. Commissioner Ellis moved to approve the employee sick bank request for 25 hours, seconded and passed. Commissioner Cox moved to accept the Clerk's report, seconded and passed.

The Commissioners discussed the Fair Employee Handbook. Commissioner Ellis moved to consider the Fair Employee Handbook after legal review, seconded and passed.

The Commission recessed for a five minute break.

The Chairman allowed public comment. Resident Carl Carlson spoke about a road concern.

The County Clerk presented the FY 2020 Budget presentation. Commissioner Cox moved to approve Resolution 2019-07 A Resolution Adopting the Fiscal Year 2019-2020 budget and Appropriating Said Funds, seconded and passed.

Public Health Director Kelly Beard presented two agreements for approval. Commissioner Cox moved to approve the agreement between Goshen County and the Wyoming Department of Health for the County Health Officer Grant for \$9600, seconded and passed. Commissioner Ellis moved to approve Amendment Two to the Contract between Wyoming Department of Health, Public Health Division and Goshen County, seconded and passed.

Commissioner Cox moved to approve the WIC grant contract between the Wyoming Department of Health and the Goshen County WIC program, seconded and passed.

Commissioner Ellis moved to approve the service agreement between Goshen County Economic Development Corporation and Goshen County for economic development services in the amount of \$7500, seconded and passed.

Commissioner Cox moved to ratify the High Risk Rural Roads Program contract between the Wyoming Department of Transportation and Goshen County for \$109,510 for road striping, seconded and passed.

MRG contract; Comm Ellis moved to approve the MRG ADA/Safety program grant pending legal review, seconded and passed.

Economic Development Director Lisa Miller provided information about the proposed natural gas project feasibility study for services between Torrington and Yoder. Commissioner Cox moved to approve a Resolution supporting the study pending legal review, seconded and passed.

Megan Brittingham 4H Extension Coordinator for Goshen County presented proposed artwork for the 4H vehicle donated by Oneok for Goshen County 4H. Commissioner Ellis moved to accept artwork revision #2 with increasing the size of the Oneok logo and adding letters to the rear window; seconded and passed.

GASB Consultant Ron Russell presented an overview of the yearly Management Report. Executive summary items for the report were discussed.

IT Director Jesse Bowen presented a voucher for payment in the amount of \$1770.96. Commissioner Ellis moved to approve the voucher, seconded and passed.

Public comment was allowed. Resident Bernie Carr spoke about fire district concerns.

The Commissioners thanked the department heads for their hard work and sacrifices in the budget cycle. Most department heads were present.

The meeting adjourned at 12:02 pm. Departmental reports, the budget and minutes are available online at goshencounty.org or at the County Clerk's Office. The next regular meeting will be held Tuesday August 6, 2019.

Attest:

*Cynthia Kenyon*  
Cynthia Kenyon  
Goshen County Clerk



*John Ellis*  
Chairman  
Goshen County Commission

**Goshen County Detention Center**  
**Profit & Loss**  
July 2018 through June 2019

|                                | <u>Jul '18 - Jun 19</u>  |
|--------------------------------|--------------------------|
| <b>Ordinary Income/Expense</b> |                          |
| <b>Income</b>                  |                          |
| Commissary Profits             | 3,327.57                 |
| Evercom Phone Commission       | 656.23                   |
| Inmate Reimburse               | 225.36                   |
| Miscellaneous Income           | 1,800.00                 |
| Phone Card Sales               | 5,277.77                 |
| Portable Breath Tests          | 2,828.05                 |
| Sex Offender Fees              | 467.75                   |
| UA Tests                       | 1,990.00                 |
| <b>Total Income</b>            | <u>16,572.73</u>         |
| <b>Gross Profit</b>            | 16,572.73                |
| <b>Expense</b>                 |                          |
| Building and Maintenance       | 12,916.95                |
| Contributions                  | 40.00                    |
| Dues and Subscriptions         | 737.00                   |
| Equipment                      | 799.50                   |
| Inmate Supplies/Services       | 4,260.78                 |
| K-9                            | 366.42                   |
| Miscellaneous                  | 1,254.56                 |
| Office Supplies                | 1,177.57                 |
| Registration Fees              | 437.50                   |
| Uniforms                       | 350.00                   |
| <b>Total Expense</b>           | <u>22,340.28</u>         |
| <b>Net Ordinary Income</b>     | -5,767.55                |
| <b>Other Income/Expense</b>    |                          |
| <b>Other Income</b>            |                          |
| Contract Housing               | 200,240.50               |
| State/Fed Medical              | 4,090.47                 |
| Transportation                 | 855.72                   |
| Work Release                   | 424.97                   |
| <b>Total Other Income</b>      | <u>205,611.66</u>        |
| <b>Net Other Income</b>        | <u>205,611.66</u>        |
| <b>Net Income</b>              | <u><u>199,844.11</u></u> |

**REPORT TO GOSHEN COUNTY COMMISSION**

(This form is to be presented at your scheduled appointment time. The report will then be made available to the public on the Commissioner's website. Please send your report to the Commissioners and County Clerk via email at least one full working day prior to the meeting date. Please attach any documents requiring a signature or approval from the County Commission to your email if possible. Plats may be presented at the meeting. Please feel free to use all the space you need. )

Meeting date: 16 July 2019  
Department: Sheriff's Office


Discussion and new business: Profit and Loss

Unfinished business:

Please list the title of any Motions, Resolutions, Contracts, Earnings reports, Plats or Agreements etc to be approved:

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

  
Sheriff

8:31 AM  
06/29/19  
Accrual Basis

Goshen County Detention Center  
Profit & Loss  
June 2019

|                                | <u>Jun 19</u>          |
|--------------------------------|------------------------|
| <b>Ordinary Income/Expense</b> |                        |
| <b>Income</b>                  |                        |
| Commissary Profits             | 249.13                 |
| Evercom Phone Commission       | 81.08                  |
| Phone Card Sales               | 522.82                 |
| Portable Breath Tests          | 362.00                 |
| Sex Offender Fees              | 62.50                  |
| UA Tests                       | 60.00                  |
| <b>Total Income</b>            | <u>1,337.53</u> ✓      |
| <b>Gross Profit</b>            | 1,337.53               |
| <b>Expense</b>                 |                        |
| Equipment                      | 266.50                 |
| Inmate Supplies/Services       | 68.33                  |
| <b>Total Expense</b>           | <u>334.83</u> ✓        |
| <b>Net Ordinary Income</b>     | 1,002.70               |
| <b>Other Income/Expense</b>    |                        |
| <b>Other Income</b>            |                        |
| Contract Housing               | 6,607.00               |
| State/Fed Medical              | 82.58                  |
| Work Release                   | 56.24                  |
| <b>Total Other Income</b>      | <u>6,745.82</u>        |
| <b>Net Other Income</b>        | <u>6,745.82</u>        |
| <b>Net Income</b>              | <u><u>7,748.52</u></u> |



# GOSHEN COUNTY CLERK

## *Cynthia Kenyon*

P.O. Box 160  
Torrington, WY 82240  
Email: [ckenyon@goshencounty.org](mailto:ckenyon@goshencounty.org)

Phone (307) 532-4051  
Fax (307) 532-7375  
Website: [goshencounty.org](http://goshencounty.org)

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July 15, 2019

Honorable Commissioners and members of the public:

I'm pleased to present the Fiscal Year 2020 (July 1, 2019 to June 30, 2020) Goshen County Budget. This budget document is broken down into three major sections: narratives (this document), budget overview (page 1-9 of packet), and departmental and fund budgets (pages 10-55).

### NARRATIVES

#### Revenue Forecast:

Taxable sales have increased according to State figures. The County valuation has rebounded this year mainly due to increased State and railroad values. Jail revenue sharply declined. Grant revenue has increased. Overall, revenue has increased for Goshen County for this Fiscal Year. Supplemental budget funds are not expected.

#### Economic Recovery:

Closures in Goshen County include the Western Sugar and Shopko. Cobblestone Inn has been added to the community. Construction may begin soon on the assisted living project. The State of Wyoming has experienced slow recovery. However, recent events in the coal industry are expected to have an adverse effect on the State. The County has suffered an alleged theft of over \$120,000. We hope to recover these funds.

#### Reserves:

One of the most important elements of a sound budget is to evaluate the impact of projected revenue and appropriations on fund balance reserves. We will utilize \$325,663 of cash/reserves this fiscal year. There are \$297,593 of County Road Fund Reserves budgeted. Goshen County recently completed a large gravel crushing project in 2018, which still has a sizable inventory. General Fund reserves are low but to quote a Commissioner, "Rainy day funds are for when it's raining".

#### Employee Compensation:

Employee compensation is 54% of general fund expenses. Employees received a 3% increase July 1, 2018. Employee health insurance continues to increase yearly. This fiscal year held nearly a 9.8% increase which was mostly (\$75,000) absorbed by the County. Employees still pay 11.25% of their insurance cost. Employee retirement is still entirely paid by the County with no employee contribution. Regular employees received at 5% increase in retirement contribution on July 1, 2019. Retirement costs are \$600,700 which is a \$20,000 increase from last year.

#### Other County Funds:

Four other funds are itemized in the County Budget. The overview is located on the bottom of page 1 and the budgets are on pages 38-55. These include the Health Fund (Evergreen Court, Care Center and proposed assisted living complex), the Library, Fair Event and Fair Grounds, and Weed and Pest. The Fair Board is at a crucial financial point and has used almost all their reserves. The Board is seeing benefits from 2018 strategic planning. The Library is budgeting to use reserves to continue to provide services at the

current level. The Goshen County Care Center Joint Powers Board is moving forward with the assisted living project. This proposed project includes a 30 bed assisted living complex.

General Fund Lease/Loan programs:

The budgeted lease/loans are for the energy retrofit and road graders. The road grader buying program has been rewritten to reduce costs and increase quality of the equipment.

Grants:

Department heads are encouraged to research grants for equipment or projects. Grant income has increased to \$773,236 with the addition of a Mineral Royalty Grant for an ADA/Safety Project. The main focus of this grant is to replace the Courthouse elevator (\$219,000). Grants will provide almost 8% of this year's funding.

Acknowledgements:

The County Commissioners and department heads begin each year expecting budget cuts. Balanced budget strategies include: balancing general fund appropriations to actual expenses, limiting operational costs, use of reserves, and providing sufficient funding to cover statutory duties first. I am privileged to work with an excellent team of dedicated public servants.

Above all, the contributions of Goshen County residents are to be admired. They continue to dedicate the 1% additional tax funds to ensure adequate services and a solid future for our County.

Conclusion:

The budget of the coming fiscal year will be lean. The past few years reflect a shift to maintain core statutory services and to do the best with what is left.

Sincerely,

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Cindy Kenyon, Goshen County Clerk