

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
JULY 11, 2023

OFFICIAL MINUTES

The Board of Fremont County Commissioners met in Regular Session at 9:00 a.m. with the following members present: Chairman Larry Allen, Vice-Chairman Mike Jones, Jennifer McCarty, Clarence Thomas and Ron Fabrizius. County Clerk Julie A. Freese and Civil Deputy Attorney Nathan Maxon was present.

Mike Jones moved, Clarence Thomas seconded, to approve the agenda as amended. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomas seconded, to approve the minutes of the Special Meeting held June 26, 2023 and the Regular Meeting held on June 27, 2023. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomas seconded, to accept the bills for payment. Motion carried unanimously.

Bills are listed in the following format: Vendor – Department – Description – Amount: A & I Distributors-Vehicle Maintenance-Oil/Fluids-\$189.81; Alsc0, Inc.-County Buildings-Laundry -\$304.30; American Family & Life Insurance-Segregated-Insurance-\$5067.90; Ameritech Equipment Co.-Capital Asset Acquisitions-Install Plow-\$20155.88; Anderson, Kyle L-County Health Officer -County Health Officer -\$2640.00; Apex Surveying, Inc.-Road Construction-North Fork Construction-\$14645.07; Arcasearch Corporation-Clerk of District Court-Research Fee-\$2996.00; Armstrong, Madison-County Sheriff-Contract Services-\$300.00; Arrow Manufacturing, Inc.-Vehicle Maintenance-Parts-\$575.00; B & M Septic & Excavation Services LLC-Road Construction-Contractual Services-\$10850.00; Bailey Enterprises, Inc.-Inventory-Bulk Fuel -\$24267.25; Bailey Enterprises, Inc.-Search & Rescue-Vehicle Fuel-\$182.61; Bank of the West-Segregated-Credit Card Charges-\$102559.31; Bank of the West Account Analysis-Investment Pool-Analyzed Charges-\$375.88; Big Brothers Big Sisters of NW WY-TANF Grant-TANF Reimbursement-\$2131.90; Big Horn Water-Youth Services-Water Bottles -\$57.00; Bill Jones Plumbing & Heating-County Buildings-Supplies/Parts-\$83.51; Blue 360 Media, LLC-County Sheriff-Law Books-\$349.18; Blue Cross Blue Shield of WY-Co Admin-Health Insurance Claims-\$424133.97; Bowdel Steven P.-Detention Center-Medical Services-\$562.50; Campbell County Sheriff's Office-Detention Center-Inmate Housing -\$2100.00; Carver, Florek & James CPAs LLC-Segregated-Audit Services-\$56532.00; Caselle, Inc.-Segregated-Support Services-\$29982.00; Charter Communications-Computer Services-Internet Service-\$129.98; Clifford, Gregory P. MD PC-Detention Center-Medical Services-\$11932.00; Colonial Life & Accident Insurance-Segregated-Insurance-\$699.07; Cowboy Chemical Inc.-Detention Center-Laundry Supply-\$757.15; Cruickshank, Robert-Transportation-Expense Reimbursement -\$269.99; Danyne Cooper Counseling, LLC-CAST-Contract Services-\$750.00; DOWL LLC-Road Construction-Riverview Cutoff-\$92.50; Drug Testing Services LLC-Transportation-Testing Service-\$95.00; Dubois Frontier, The-Support Services-Advertising -\$53.40; Dubois Telephone Exchange-County Sheriff-Telephone Service-\$719.66; Empower Trust-Segregated-Wyoming Benefits-\$8490.00; Floyd's Truck Center WY-Vehicle Maintenance-Parts -\$499.42; Fremont Chevrolet GMC-Vehicle Maintenance- Parts-\$266.44; Fremont Counseling-Lander-Health & Welfare-Title 25-\$3750.00; Fremont County Treasurer-Co Admin-Health Insurance-\$362497.00; Fremont County Treasurer-Co Admin-Section 125 Benefits-\$35174.97; Fremont Motors - Lander-Vehicle Maintenance-Parts/Supplies -\$540.16; Fremont Orthopaedics PC-Detention Center-Medical Services-\$226.00; Garnishments - Other-Payroll-Garnishment-\$259.93; Gee, Brian-Detention Center-Medical Services-\$5580.00; Geotec Industrial Supply-Road Material Inventory-Supplies-\$4889.10; Global Security Glazing LLC-County Buildings Detention-Glass Installment-\$1395.46; Globalstar USA-Search & Rescue-Satellite Phone Service-\$272.07; Healthsmart Benefit Solutions-Segregated-Insurance-\$704.00; High Plains Power, Inc-County Buildings- Utility Services-\$1055.44; Hilyard, Shannon-County Attorney-Reimburse Expenses-\$20.80; Hutson, Jeff-Detention Center-Expense Reimbursement-\$160.00; Injury Prevention Resources-Segregated-Contractual Services-\$2464.00; Johnson, Jill-Transportation-Reimburse Expenses-\$230.40; Kisling, Lisa-Public Defender- Rent-\$600.00; Kramer, Kendell K-County Sheriff-Contract Services-\$290.00; Laboratory Corporation of America-Detention Center-Medical Services-\$118.00; Lander LLC-Special Tax-MOVE Award-\$155000.00; Lander Medical Clinic PC-Detention Center-Medical Services-\$2432.70; Lander Valley Auto Parts-Vehicle Maintenance-Parts/Supplies -\$218.92; Lander Valley Physicians Practice-Detention Center-Inmate Medical-\$529.00; Lander, City of-County Buildings-Water & Sewer-\$3673.71; Local Government Liability Pool-Support Services-Membership -\$77947.00; Mahlum, Zachary Hamilton-District Court-Court Appointment-\$929.85; Miller, Margaret-District Court-Rent -\$300.00; Mountain Dental PC-Detention Center-Medical Services-\$1251.00; NAPA Auto Parts-Riverton-Vehicle Maintenance-Parts & Supplies -\$4467.28; New York Life Insurance-Segregated-Insurance-\$133.11; Norco, Inc.-County Buildings-Supplies -\$1744.24; Office Shop, Inc., The-Segregated-Repair/Service-\$7552.50; Payroll Taxes-Co Admin-Withholding/FICA-\$204309.99; Peterbilt of Wyoming-Vehicle Maintenance-Parts -\$169.77; Post, Raymond-County Sheriff-Car Wash -\$37.98; Quadiant, Inc.-Segregated-Machine Rental-\$344.49; R T Communications-Dispatch Center-Telephone Services -\$444.11; Redacted-Health Promotion-Wellness Reimbursements-\$4535.00; RELX, Inc.-County Attorney-Research Subscription-\$694.00; Rocky Mountain Power-Segregated-Utilities-\$12579.60; Secretary of State-Detention Center-Notary Fee -\$60.00; Shoshoni, Town of-County Buildings-Utilities-\$70.00; Six Robbles', Inc.-Vehicle Maintenance-Parts -\$40.72; Skaggs Companies, Inc.-County Sheriff-Uniforms/Supplies -\$28433.41; Smith Psychological Services-Dispatch Center-Services -\$400.00; Solterra Engineering, Inc.-ARPA Program Grant-Engineering Service-\$1420.70; Soule, Sierra-District Court-Court Appointment-\$390.00; Soule, Sierra-Public Defender-Rent -\$600.00; State Disbursement Unit-Payroll-Child Support-\$1960.41; State of Wyoming-Public Defender-Office Rent-\$1650.00; State of Wyoming - ETS-Segregated-Digital Archives Storage-\$5.38; Sweetwater Aire LLC-Segregated-Supplies/Parts/Repair-\$21591.67; Terrance R. Martin PC-CAST-Contract Services-\$1837.50; Terrance R. Martin PC-Public Defender- Rent-\$600.00; Total Net Salaries-

Segregated-Salaries-\$663228.66; Traveling Computers-Computer Services-Services -\$703.50; Tumbleweed Propane, Inc.-County Buildings-Propane Delivery -\$173.82; Tyler Technologies, Inc.-Segregated-Software Support-\$76420.37; Valley Lumber & Supply Co., Inc.-County Buildings-Materials/Supplies -\$39.96; Verizon Wireless-Segregated-Cell Phone Service-\$693.02; WCCA-County Commission-Building Loan Payment-\$15795.00; W.A.R.M. Property Insurance Pool-Support Services-Property Insurance-\$157624.98; Warrior Kit, Inc.-Homeland Security Grant-Supplies-\$17145.00; Whiting Law, P.C.-District Court-Court Appointment-\$352.50; Wind River Basin Campground LLC -Special Tax-MOVE Award-\$50000.00; Wolf, Nancy J-Detention Center-Medical Services-\$2812.50; WY Brand Industries-Detention Center-Uniforms & Supplies-\$1192.00; WY County Assessors Assoc.-County Assessor- Dues/Meeting Fee-\$310.00; WY Department of Employment-Segregated-Unemployment Claims-\$0; WY Department of Transportation-Vehicle Maintenance-Transfer County Plates-\$10.00; WY Law Enforcement Academy-Detention Center-Training -\$1718.00; WY SDU-Payroll-Child Support-\$1330.00; Wyo Child Support Enforcement-Segregated-Child Support-\$850.00; WY Department of Workforce Services - Co Admin-Workers Comp-\$28071.35; Wyoming Machinery Co-Vehicle Maintenance-Parts & Service -\$826.43; Wyoming Retirement System-Co Admin-Contributions-\$158012.08; Wyoming State Forestry Division-Support Services-Yearly Premium -\$20227.43; Wyoming Waste Systems-County Buildings-Trash Removal-\$3099.50; Wyonet Inc.-Computer Services-Internet/Telephone Service-\$9354.78.

The following items in the Signature File were reviewed: 1) Abatement Summary cover page; 2) Thank you letter to Sherry Shelley for service on the Fremont County Library Board; and 3) Record of Proceedings. Mike Jones moved, Clarence Thomas seconded, to approve the purchase of \$399.66 for office furniture from Amazon for the Emergency Management Agency with funding through their ARPA project. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a Utilities Right-of-Way Permit application from DBA Range-Dubois for Mustang Drive. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a Right-of-Way Easement Application submitted by Rocky Mountain Power for Mortimore Lane, Lander. Motion carried unanimously. Mike Jones moved, Clarence Thomas seconded, to approve an Approach/Access Application from David Gale for Union Pass Road. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to accept the low bid from Rodney's Collision & Custom Center in the amount of \$8,483.23 for a Sheriff Office pickup (CO-2905) that hit a deer. Motion carried unanimously. The County's property insurance carrier will pay the amount over the \$5,000 deductible.

The following items in the Priority Mail were reviewed: 1) Fremont County Fair Manager's request for volunteers from the Commission to judge several events at Fremont County Fair on August 3 and 4, 2023. 2) The Commissioners, pursuant to W.S.§18-3-515, requested a statement of the receipts and expenditures of the county during the preceding 12 months setting forth the source and amount of all receipts and the purposes and the amount of all expenditures to be prepared upon reconciliation of all accounts by the county treasurer and county clerk not later than September 30th.

There was nobody present for the Public Comment period.

County Attorney Patrick LeBrun requested authorization to refill the Victim Witness Coordinator position at a salary not to exceed \$45,800. Clarence Thomas moved, Jennifer McCarty seconded, to approve refilling the position. Motion carried unanimously.

County Coroner Erin Ivie presented a 2023 Mid-Year Summary (as of July 1, 2023).

County Clerk Julie Freese stated Coroner Ivie had earlier requested a portable x-ray machine through the Capital Revolving Fund and the project had inadvertently been left off the list. As the Committee would need to discuss the additional project, the Board discussed their intent to instead fund it through LATC funding. Clarence Thomas moved, Jennifer McCarty seconded, to authorize the purchase of the x-ray machine and to accept the bid from Maven Imaging in the amount of \$41,600. Motion carried unanimously.

A Public Hearing was held at 9:30 a.m., as advertised, regarding the application of a Retail Liquor License from Wind River Enterprises 2 d/b/a Wind River Hotel & Casino. CEO Patrick Leckrone was present along with ten people in the audience. Public comment was taken. Clarence Thomas moved, Mike Jones seconded, to approve a Retail Liquor License for Northern Arapaho Enterprises 2 d/b/a Wind River Hotel & Casino. Voting against the motion: Ron Fabrizius. Motion carried.

County Clerk Julie Freese provided a FYE 2023 COLA Approval and Process document that will be placed in each employee's personnel file. Mike Jones moved, Clarence Thomas seconded, to approve the payroll document. Motion carried unanimously.

Mike Jones moved, Clarence Thomas seconded, to approve Resolution No. 2023-16 "Appropriation Resolution" adopting the FY 2023-2024 budget. Motion carried unanimously.

The Fremont County Benefits Handbook 1.T Death Benefit section was discussed which states “the beneficiary(ies) of a full time employee is entitled to receive the total sum of \$10,000.00 within 45 days after the death of the employee. The part-time employee beneficiary is entitled to the total sum of \$5,000.00”. Mike Jones moved, Clarence Thomas seconded, to approve the annual renewal of the employee death benefit policy to be funded through the health benefit fund. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to adjourn into Executive Session with Civil Deputy Attorney Nathan Maxon regarding potential litigation. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to return to Regular Session. Motion carried unanimously.

Commissioner meeting reports were given:

Mike Jones moved, Clarence Thomas seconded, to allocate funding to detail the county pool car (Tahoe). Motion carried unanimously. They were informed that the Treatment Court Director has approved assistance from their clients in keeping the three new pool cars cleaned on a routine basis.

There being no further business, Mike Jones moved, Clarence Thomas seconded, to adjourn the Regular meeting at 12:05 p.m. and reconvene for a Regular Meeting at 9:00 a.m. on July 18, 2023. Motion carried unanimously.

A full detailed report (informational only) and the official minutes are posted on Fremont County’s website (www.fremontcountywy.gov). The meeting can also be accessed via You Tube (Fremont County WY Government).

/s/ LARRY ALLEN, CHAIRMAN
FREMONT COUNTY COMMISSIONERS

ATTEST:

/s/ JULIE A. FREESE, FREMONT COUNTY CLERK AND CLERK OF THE BOARD