

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
AUGUST 22, 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 were present.

Clarence Thomas moved, Jennifer McCarty seconded, to approve the agenda as presented. Motion carried unanimously.

Clarence Thomas moved, Mike Jones seconded, to approve the minutes of the Special Meeting held on August 7, 2023 for the Mill Levy Setting. Motion carried unanimously. Clarence Thomas moved, Mike Jones seconded, to approve the minutes of the Special Meeting held on August 7, 2023 for the Board of Equalization tax protest with NPT Riverton Lima LLC (Docket No. 2023-12). Motion carried unanimously. Clarence Thomas moved, Mike Jones second, to approve the minutes from the Regular Meeting held on August 8, 2023. Motion carried unanimously. Clarence Thomas moved, Mike Jones seconded, to approve the minutes of the Special Meeting held on August 16, 2023 for three matters demanding immediate attention. Motion carried unanimously.

Jennifer McCarty moved, Ron Fabrizius seconded, to accept the bills for payment. Motion carried unanimously.

A & I Distributors-Vehicle Maintenance-Oil / Fluids-\$84.09; Ace Hardware-Lander-County Buildings-Materials / Supplies-\$339.31; Ace Hardware-Riverton-County Buildings-Materials / Supplies-\$6.00; Airgas USA LLC-Vehicle Maintenance-Supplies -\$157.46; Alexander Excavation-Road Construction-Riverview Cut Off-\$170161.51; Alksnitis, Lonny A-District Court-Jury Duty-\$30.00; Apex Surveying, Inc.-Road Construction-Riverview Cutoff -\$26855.01; B & B Enterprises LLC-Segregated-Signs & Supplies-\$358.50; Bailey Enterprises, Inc.-Inventory-Bulk Fuel -\$36848.61; Bank Of The West-Segregated-Credit Card Charges-\$103654.69; Beck, Catherine-District Court-Jury Duty-\$250.00; Bench, Jacob M-District Court-Jury Duty-\$56.00; Bestul, Joey-District Court-Jury Duty-\$40.00; Big Horn Water-Youth Services-Water -\$28.50; Bloedorn Lumber-Lander-Segregated-Materials Supplies-\$203.07; Blue Knight Security LLC-Detention Center-Inmate Transport-\$3525.00; Boudria, Kelly-County Sheriff-Expense Reimbursement-\$85.00; Capital Business Sys. Inc.-Covid 19 Grant-Supplies & Service -\$74.16; Capozzoli, Tiffini M-District Court-Jury Duty-\$60.00; Carr, Constance A-District Court-Jury Duty-\$61.00; Carroll Septic Service-Transportation-Services -\$150.00; Caselle, Inc.-ARPA Program Grant-Conference Fee-\$990.00; Cecrle, Theresa M-District Court-Jury Duty-\$120.00; Centurylink-Computer Services-Telephone Service-\$671.23; Charter Communications-Computer Services-Internet Service-\$229.98; Cloud Peak Counseling Center-Health & Welfare-Title 25-\$1950.00; Conder, Juli-Public Health-Expense Reimbursement-\$157.50; Cooper, Arthur L-District Court-Jury Duty-\$56.00; Cowboy Chemical Inc.-Detention Center-Supplies-\$959.70; Crowley, Rebecca J-District Court-Jury Duty-\$64.00; Dailey, John G-District Court-Jury Duty-\$30.00; Davis & Cannon LLP-County Attorney-Services-\$766.53; Davis Funeral Home-Health & Welfare-Indigent Burial-\$1500.00; Davis, Eileen-County Sheriff-Expense Reimbursement-\$310.00; Desert Mountain Corporation-Road Construction-Materials-\$115939.25; Dike, David J.-District Court-Jury Duty-\$304.00; Dooley, Jim K-District Court-Jury Duty-\$58.00; Eagle Uniform & Supply Co-Vehicle Maintenance-Laundry Service-\$169.75; Eagles Hope Transitions-Health & Welfare-Allocation-\$36480.00; Edgeington, Kristine N-District Court-Jury Duty-\$276.00; Enos Trucking LLC-1% Gravel Projects-Contract Services-\$4857.50; Everything2go.Com LLC-Covid 19 Grant-Supplies -\$4195.00; Fenton, Nicholas S-District Court-Jury Duty-\$59.00; Fish, Juliet M-County Attorney-Witness Fee-\$305.00; Fitzgerald, Tori A-District Court-Jury Duty-\$70.00; Freese, Julie-County Clerk-Reimburse Expenses-\$77.64; Fremont County Predatory-Health & Welfare-Allocation-\$5000.00; Fremont County School Dist. #25-Youth Services-Services-\$182.00; Fremont County Solid Waste-County Buildings Detention-Supplies-\$10.00; Fremont Engineering & Surveying-Transportation-Services-\$927.00; Gardner, Brenda S-District Court-Jury Duty-\$240.00; Gilpatrick, Josephine E-District Court-Jury Duty-\$60.00; Ginnetti, Maria-Detention Center-Expense Reimbursement-\$217.60; Grainger-County Buildings-Materials / Supplies -\$156.72; Hamilton Land Surveying Inc.-Road Construction-Services -\$3392.50; Harris, David C-District Court-Jury Duty-\$35.00; Hasco Industrial Supply-Vehicle Maintenance-Materials / Supplies -\$62.00; Hefti, Sara C-District Court-Jury Duty-\$39.00; Henderson, John L-District Court-Jury Duty-\$38.00; Hill, Melissa A-District Court-Jury Duty-\$37.00; Honnen Equipment-Vehicle Maintenance-Parts / Supplies-\$336.96; Inberg-Miller Engineers-1% Infrastructure Projects-Engineering -\$2032.00; Int'l Academies Of Emergency Dispatch-Dispatch Center-Training -\$152.25; J R Project Management LLC-LATC Program Grant-Services-\$3750.00; Jace Water Service Inc-1% Gravel Projects-Contract Services-\$1377.50; Jarvis, Alisha A-District Court-Jury Duty-\$30.00; Jenkins, Thurlo J Jr-District Court-Jury Duty-\$244.00; Juvinall, Michael-Transportation-Reimbursement-\$150.00; Kairos Broadcasting LLC-Segregated-Advertising-\$800.00; King, Tresa W.-District Court-Jury Duty-\$236.00; Knell, Taylor L-District Court-Jury Duty-\$30.00; Lander Search & Rescue-Search & Rescue-Expense Reimbursement-\$397.06; Lander Valley Auto Parts-County Buildings

Detention-Parts / Supplies-\$117.01; LCI Trucking & Construction LLC-1% Gravel Projects-Contract Services-\$7975.00; Leseberg, Patricia A-1% Gravel Projects-Contract Service-\$14210.00; Linnan, Kate E-District Court-Jury Duty-\$240.00; Lozier, Brad-Transportation- Reimbursement-\$150.00; Luckett, Michael E-District Court-Jury Duty-\$35.00; Master's Touch LLC-County Treasurer-Postage -\$5292.44; Mccauley, Clark R Jr-District Court-Jury Duty-\$35.00; Morton, William J III-District Court-Jury Duty-\$59.00; Mountain Dental PC-Detention Center-Services-\$817.00; Mountain West Towing LLC-Abandoned Vehicles-Vehicle Towing-\$140.00; Murray, Zachary W-District Court-Jury Duty-\$220.00; Napa Auto Parts Of Dubois-Transportation-Parts / Supplies -\$37.04; Nelson, A. Russell-County Coroner-Services-\$520.00; NMS Laboratories-County Coroner-Services-\$2373.00; Norco Inc.-County Buildings-Supplies -\$3333.23; Office Shop Inc., The-Segregated-Supplies / Service-\$387.78; One Stop Market-Search & Rescue-Vehicle Fuel-\$198.24; Pacific Steel & Recycling-Vehicle Maintenance-Materials-\$3159.02; Palace Pharmacy-Detention Center-Inmate Rx's-\$3088.10; Pavillion, Town Of-County Buildings-Water Utilities-\$112.50; Premier Vehicle Install Inc.-Segregated-Parts / Supplies-\$23595.15; Quest Diagnostic-Detention Center-Inmate Medical-\$95.62; Reed's Moghaun Office Supply-Segregated-Office Supplies-\$132.61; Remote Satellite Systems-Juvenile Detention Alternatives-Satellite Phone-\$69.95; Riverton Ranger, The-Segregated-Advertising-\$6756.00; Rockmount /Nassau-Vehicle Maintenance-Materials / Supplies -\$1433.72; Rocky Mountain Applicators, Inc.-ARPA Program Grant-Roof Repair-\$117900.00; Rocky Mountain Automatic Doors-Segregated-Door Service-\$20967.50; Rocky Mountain Power-County Buildings-Utilities-\$1698.87; Rocky Mtn. Window Distributors-ARPA Program Grant-Windows-\$9870.50; Sagewest Health Care-Segregated-Services-\$5448.24; Saunders, Carrie A-District Court-Jury Duty-\$284.00; Secretary Of State-County Clerk-Notary Fee -\$60.00; Shaw, Jamie J-District Court-Jury Duty-\$59.00; Skaggs Companies Inc.-County Sheriff-Uniforms / Supplies-\$1019.50; Stanker, Raeline-District Court-Jury Duty-\$30.00; Teichert, Nicholas F-District Court-Jury Duty-\$38.00; Tomahawk Fencing And Shoeing LLC-ARPA Program Grant-Fencing Services-\$6118.00; Traveling Computers-Segregated-Supplies, Services-\$37703.63; T-Y Excavation Inc.-Segregated-Road Maintenance-\$17240.00; Tyler Technologies Inc.-County Clerk-Software Support-\$25294.31; Union Telephone Company-Segregated-Cellphone Service-\$379.10; University Of Wyoming-Agriculture Department-Registration Fees-\$150.00; Verizon Wireless-Segregated-Cellphone Service-\$514.80; W C C A-County Commission-Member Dues-\$30623.00; Western Printing, Inc.-County Assessor-Printing Service-\$1783.91; Williamson, Brandon M-District Court-Jury Duty-\$59.00; Wilson, Kevin L. RN-Detention Center-Medical Services-\$1300.00; Windmill, LLC-1% Gravel Projects-Roadbase Supplies-\$51917.49; Wolf, Nancy J-Detention Center-Medical Services-\$2281.25; Wood, John R-District Court-Jury Duty-\$250.00; Woodward, Hannah E-District Court-Jury Duty-\$276.00; WY Dept. Of Transportation-Vehicle Maintenance-Transfer Plates-\$4.00; WY Public Health Laboratory-Juvenile Treatment Court-Fees / Supplies-\$9.00; Wyoming Behavioral Institute-Health & Welfare-Title 25-\$3770.00; Wyoming Dept. Of Transportation-Segregated-WYDOT Fuel-\$1538.46; Wyoming Dept. Of Agriculture-Detention Center-Food License-\$100.00; Wyoming Machinery Co-Segregated-Parts / Service-\$19302.91; Young, Wesley R-District Court-Jury Duty-\$120.00.

The following items in the Signature File were reviewed: 1) Record of Proceedings. Mike Jones moved, Clarence Thomas seconded, to approve an Approach/Access Application from Chris Blankenship for Wind River Drive, Dubois. Motion carried unanimously. Mike Jones moved, Clarence Thomas seconded, to approve a Right-of-Way Easement Application submitted by Black Hills Wyoming Gas for 2128, 2131 and 2180 Spriggs Drive, Lander. Motion carried unanimously. Mike Jones moved, Clarence Thomas seconded, to approve a Magnesium Chloride Supply Agreement between Fremont County Government and Desert Mountain Corporation. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to re-authorize an ARPA #2 project from ISS for a PC Administrator Security Tool in the amount of \$7,500 to an e-mail filtering system for a new amount of \$9,700. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to accept the bid from CDW-G in the amount of \$9,670.17 for the filtering system for the ISS ARPA #2 project. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a Catering Permit submitted by Possum Pete's for a Ranch Rodeo at the Pavillion Rodeo Grounds on September 2-3, 2023. Motion carried unanimously. Receipt of the \$50 fee was acknowledged. Mike Jones moved, Jennifer McCarty seconded, to approve a Catering Permit submitted by Possum Pete's for a Red Rocks Poker Run on September 2-3-4, 2023 at Red Rocks. Motion carried unanimously. Receipt of the \$75 fee was acknowledged. Commissioner Thomas also acknowledged that the Application had been approved by the Wind River Inter-Tribal Council for the Special Event for Malt Beverages Only with their fee of \$100 per day. Mike Jones moved, Clarence Thomas seconded, to approve a Service Agreement between the City of Riverton and Juvenile Justice Services of Fremont County for FY 2023-2024. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve an Administrative Services Agreement with Blue Cross Blue Shield of Wyoming. Motion carried unanimously. Later in the meeting, Mike Jones, Jennifer McCarty seconded, to accept the bid from \$1,655.53 from Overhead Door Company for additional work required for the Fair Window Project due to the age of the window openings. Amount is still under present authorization of \$21,428. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) Acknowledgement of the following Certificate of Assessment Rolls for the Year 2023: Midvale Irrigation District; LeClair Irrigation District; Mountain View Acres Improvement District; Mountain View Water District; Riverton Valley Irrigation District; and Warm Springs Water District. 2) Wind River Development Fund "Economic Development on the Wind River Indian Reservation" program on September 14th. RSVP requested if attending; and 3) Rustler Ag and Equine Complex Grand Opening on August 26th from 10:00 am to 12:00 pm.

Chairman Larry Allen read the Official Statement from the Board of Fremont County Commissioners regarding the Library Board Appointment and Library Board issues. County Clerk Julie Freese read her statement as related to her interview with her employee, Becky Enos, who had been accused of colluding and discriminating as related to the recent interviews for the Library Board. Both statements indicated nothing illegal had been done, there are no policies regarding Board Appointment deadlines, no collusion occurred between their Administrative Assistant and the Library Board members, and finally that the County Commissioners were not contacted prior to the Library Board interviews to be persuaded to vote one way or another. In closing, Vice-Chairman Jones read the Commissioner's letter to the Library Board Chair regarding four items they need to address: meeting room rentals, pornography complaints, comments labeling people and communication outside of Board meetings. They were asked to report back to the Commission once they had discussed the action items. There were 21 people present in the audience (a complete list is available in the County Commissioners' Office). Commissioner Fabrizius asked if the Library Board members were required to be bonded for errors and omissions, to which Civil Attorney Nathan Maxon responded he would need to research.

As a result of the above action items, the Public Comment period had been omitted from the agenda. Karen Wetzel asked to speak but Chairman Allen refused her request, stating there was no Public Comment period scheduled and it was time for the other scheduled agenda items to commence.

Emergency Management Coordinator Milan Vinich introduced his new Assistant Coordinator, Andrea Ladd and gave a Department update.

Planning Department Supervisor Steve Baumann and Transportation Superintendent Billy Meeks discussed their proposal to use a modified version of the WYDOT consultant selection process and reviewed a Consultant Selection Procedure for Planning Projects document. It outlines the process for a "pre-authorized" consultant list along with the use of a Steering Committee to select three consultants for potential work on planning projects. This would pertain to projects under \$75,000 in which WYDOT's protocol would not be required to be followed. The County Attorney's Office has reviewed the document for statutory references and it would be a good internal process. The Commissioners approved the document as presented.

In other business, Steve Baumann informed the Commission that the Dubois Humane Society owns the vast majority of a Painted Hills Subdivision road and is in the process of changing it from a public road to a private road. This will allow them to limit the type of access using it. He is working with the County Attorney's Office to proceed with the legal process required. He stated the road does not actually exist on the ground, it is merely a walking trail used in the interest of the humane society.

In closing, Steve Baumann updated the Commission on the progress of the Fuel Distribution System upgrade grant funded project authorized at \$160,000. In the process, it has been found that additional electrical work is required at both the Lysite and Pavillion Road Shops at an estimated additional amount of \$17,000 for required safety improvements. He was asked to get a firm number so that the additional amount can be re-authorized for the project.

County Attorney Patrick LeBrun requested authorization to refill a Juvenile Legal Secretary position at a salary of \$37,300. Mike Jones moved, Jennifer McCarty seconded, to approve refilling the position at the requested salary. Motion carried unanimously.

J.R. Oakley, JR Project Management LLC, gave a monthly update. The Circuit Court Remodel is mostly completed; however, he identified an additional project which is an emergency exit door in the southeast corner of the Courtroom, with landing and metal stairs down to the east parking lot. A proposal from Nelson Engineering to provide construction documents and administration is \$4,000. An estimate for the construction is \$42,400. This safety issue could also be addressed by installing a sprinkler system, at an estimated cost of \$40,000. Oakley recommended approving the Nelson Engineering proposal and then

revisit the actual design costs when available. Ron Fabrizius moved, Mike Jones seconded, to accept the Nelson Engineering Proposal in the amount of \$4,000. Motion carried unanimously.

LOR Community Officer Ami Vincent gave a program update.

Transportation Superintendent Billy Meeks gave a Department report. Meeks updated the Board on two vacancies that have existed for some time, due to the CDL issue. As statutory training is making getting a CDL cost prohibitive for many (\$4,000), he asked that he be allowed to use the Commercial Driver's License Training Payment Contract that the Commission has approved for the Vehicle Maintenance Department. Specifically, the County will pay for the CDL training if the employee agrees to stay with the County for a period of two years, or else they will reimburse the county for their training costs if they leave county employment prior to that time. Clarence Thomas moved, Ron Fabrizius seconded, to approve Transportation Department utilizing the Payment Contract for CDL Training for potential employees. Motion carried unanimously.

Inberg-Miller Engineer Dawn Willhelm joined Transportation Superintendent Billy Meeks to inform the Commission that the Fremont County 2023 Striping Project bid opening was held August 10th with only one bid received. The bid includes painting the fog line which makes the bid higher than the budgeted amount of \$300,000; however, Meeks stated he has adequate funding in the Road and Bridge Fund to cover the overage. He expects the work to be done mid-September. Mike Jones moved, Jennifer McCarty seconded, to approve the Notice of Award to S & L Industrial in the amount of \$343,011.50. Motion carried unanimously.

County Clerk Julie Freese reviewed the draft Board Appointment Procedures which was developed following recent issues regarding board appointments. The Commissioners took the document under advisement and will review at their next meeting.

Museum Board vacancy applicant Stacy Stanbury had contacted the Office to state she was unable to make her interview due to business obligations. Mike Jones moved, Jennifer McCarty seconded, to approve postponing her interview until September 5, 2023. Motion carried unanimously.

Clerk of District Court Kristi Green had asked to be added to the agenda prior to the Commissioners' adjourning for the day. She presented the Board with her letter of resignation, effective October 2, 2023. She stated that after 40 years of service in the court system, the time has come for her to retire to deal with family matters. Mike Jones moved, Jennifer McCarty seconded, to regretfully accept her resignation, effective October 2, 2023. Motion carried unanimously. The Board expressed their appreciation for her dedication and service to Fremont County, noting it is a huge loss. An official letter to the Republican Central Chairman will be sent on October 2, 2023 as they cannot proceed with their statutory duties until that time; however, a letter informing them of the vacancy will be sent as a courtesy immediately.

Commissioner meeting reports were given:

Following her recap, Administrative Secretary Becky Enos thanked the Board and County Clerk for their support following the allegations against her regarding the Library Board applicant deadline and allegations of collusion and discrimination.

There being no further business, Mike Jones moved, Jennifer McCarty seconded, to adjourn the Regular Meeting at 12:45 p.m. and reconvene for a Regular Meeting at 9:00 a.m. on September 5, 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 YouTube (Fremont County WY Government).

/s/ LARRY ALLEN, CHAIRMAN
FREMONT COUNTY COMMISSIONERS

ATTEST:

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

