

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
DECEMBER 19, 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, Jennifer McCarty, Clarence Thomas and Ron Fabrizius. Vice-Chairman Mike Jones was absent. County Clerk Julie A. Freese and Deputy Civil Attorney Nathan Maxon were present.

Clarence Thomas moved, Ron Fabrizius seconded, to approve the agenda as amended. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomas seconded, to approve the minutes of the December 12, 2023 as presented. 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: Ace Hardware-Lander-County Buildings-Materials/Supplies -\$19.14; Ace Hardware-Riverton-Vehicle Maintenance-Materials/Supplies -\$4.49; Arcasearch Corporation-County Elections-Service/Supplies-\$403.45; Bailey Enterprises, Inc.-Inventory-Bulk Fuel -\$24,673.53; Bobcat of the Big Horn Basin, Inc.-Vehicle Maintenance-Supplies/Services-\$76.22; Capital Business Systems, Inc.-COVID 19 Grant-Supplies/Service -\$85.49; Carroll Septic Service-Transportation-Services -\$150.00; Central Wyoming College-Prevention Program-Advertisement-\$591.00; Centurylink-Computer Services-Telephone Service-\$682.81; Charter Communications-Computer Services-Internet Service-\$229.98; County Clerks Assoc. of WY-County Clerk-Membership Dues-\$500.00; Edwards Communications-Prevention Program- Advertising-\$1,675.00; Floyd's Truck Center WY-Vehicle Maintenance-Parts/Service-\$509.17; Hub International Mtn States Ltd-Clerk of District Court-Surety Bond-\$421.00; Int'l Assoc of Gov't Officials-County Clerk-Membership Dues-\$200.00; J R Project Management LLC-LATC Program Grant-Contract Service-\$3,750.00; Kairos Broadcasting LLC-Prevention Program-Advertising -\$1,583.34; KONE, Inc.-County Buildings-Maintenance -\$1,433.43; Napa Auto Parts -Dubois-Vehicle Maintenance-Parts/Supplies -\$7.49; Napa Auto Parts-Riverton-Transportation-Parts & Supplies -\$75.90; NMS Laboratories-County Coroner-Services -\$1,277.00; Norco Inc.-County Buildings-Supplies -\$1,083.63; Office Shop Inc., The-Agriculture Department-Repair/Service-\$177.22; O'Reilly Automotive Inc.-Vehicle Maintenance-Parts/Supplies -\$77.43; Path Behavioral Health LLC-Juvenile Treatment Court- Services-\$900.00; Plitt, Jessica-Prevention Program-Design Service-\$150.00; Post, Raymond-Segregated-Car Wash-\$29.34; Riverton Ranger, The-Support Services-Advertising -\$54.00; Roach, Rebekah-County Attorney-Expense Reimburse-\$36.40; Rocky Mountain Boilers Inc.-County Buildings-Service-\$3,285.00; Rocky Mountain Power-County Buildings-Utility Service-\$1,205.86; Shoshoni, Town of-County Buildings-Utility Service-\$75.00; Stoudt, Sally A.-Youth Services-Expense Reimburse-\$24.47; Sylvestri Customization-Prevention Program-Design Service-\$2,225.00; Teton Pathology PC-County Coroner-Service-\$100.00; Traveling Computers-Computer Services-Service/Supplies-\$356.00; Tumbleweed Propane Inc.-County Buildings-Utility Service-\$268.13; T-Y Excavation Inc.-Road Construction-Maintenance -\$8,210.00; Union Telephone Company-Segregated-Cellphone Service-\$379.86; USPS- Hasler-County Attorney-Postage -\$1,000.00; Verizon Wireless-Segregated-Cellphone Service-\$636.02; WY Clerks of District Court Assn-Clerk of District Court-Membership Dues-\$150.00; WY Dept. of Health-Public Health-Background Check-\$49.00; WY Dept. of Transportation-Bridge Repair –Supplies/Services-\$13.42; WY DEQ-Transportation-Site Fee -\$200.00; Wyoming Stock Growers Assoc.-Prevention Program-Convention Booth-\$650.00.

Ron Fabrizius moved, Jennifer McCarty seconded, to accept a voucher for Title 25 patients from Wyoming Behavioral Institute in the amount of \$3,016.00 for one patient and from Cloud Peak Counseling Center in the amount of \$325.00 for one patient. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Abatement Summary cover page; and 2) Record of Proceedings. Clarence Thomas moved, Jennifer McCarty seconded, to approve a Cooperative Agreement between the Wyoming Department of Transportation and Fremont County for the Federal Project CN10112 Bridge Over Haymaker Draw removal and replacement. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve a MOVE Award 6-month extension for Central Wyoming College, Developing Food Economy Resiliency, \$68,685, of which \$46,440.15 has been expended on a refrigerated van and approval of their request to use the remaining \$22,244.85 for cold storage. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve a MOVE Award 6-month extension for Eagle Bronze, Inc. for the building addition project that was funded at \$75,000, with the extension necessary material delays. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to accept the MOVE Committee's recommendation to deny funding for Help for Health Hospice for a quality assurance program in the amount of \$88,400 and Penguin Projects LLC for a solar powered wireless/wired network router in the amount of \$116,125. Motion

carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to accept the resignation from Mistalyn Steffen from the Fremont County Fair Board with regret. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) Department of Audit list of Special Districts in the county that have not filed an annual report as required by W.S. 9-1-507(a)(vii). County Clerk Julie Freese is working with the entities to remind them to get their report submitted and will advertise, as required by State Statute, those entities in noncompliance by the end of the year, stating those entities are in danger of being dissolved due to failure to comply with legal reporting requirements. 2) Department of Audit, Public Officer Training Certificates from Fremont County Recreation Commission members.

The Public Comment period was held. Karl Falken stated he is opposed to county funds being used at CWC for yoga classes.

J.R. Oakley, JR Project Management LLC, provided a monthly update of projects he is overseeing.

J.R. Oakley invited Museum Director Scott Goetz to join him to review proposals/bids received for three projects at the Lander and Dubois Museum he had assisted him in putting the projects out to bid. Director Goetz started with the Dubois Museum Shop. LATC funding authorized \$300,000 for this project and the proposal submitted from Bohemian Builders, LLC was for \$365,017. Goetz stated the Museum Self-Generated fund could fund the overage amount of \$65,017. Jennifer McCarty moved, Ron Fabrizius seconded, to accept the bid from Bohemian Builders in the amount of \$365,017. Motion carried unanimously. Project two is the Pioneer Museum Pavement Repair Project. This was authorized with LATC funding for \$60,000 and the bid from Pavement Maintenance, Inc. is for \$58,300. Jennifer McCarty moved, Ron Fabrizius seconded, to approve the bid from PMI in the amount of \$58,300. Motion carried unanimously. The third project is the Pioneer Museum Vestibule Project which was authorized for LATC funding in the amount of \$60,000. The bid from Bohemian Builders LLC totaled \$72,500 and Goetz requested that the overage (\$12,500) be split between increased authorization for LATC funding and Museum Self-Generated Funds at \$6,250 each. Jennifer McCarty moved, Clarence Thomas seconded, to re-authorize the LATC amount for the Pioneer Museum Vestibule Project from \$60,000 to \$66,250. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to accept the bid from Bohemian Builders LLC in the amount of \$72,500 with LATC funding of \$66,250 and Museum Self-Generated funds of \$6,250. Motion carried unanimously.

County Clerk Julie Freese joined J.R. Oakley to discuss plans for an Elections storage building.

Riverton Rescue representative Kara Hancock introduced herself and stated they are a non-profit corporation working with unhoused individuals in the county. The Casper Wyoming Rescue Mission has agreed to work alongside them as a mentor to create a sustainable shelter and requested the group fundraise \$25,000 to support start-up costs. Chairman Allen stated the Commission will take the request under advisement and look at potential funding options.

Kyle Larson was present to interview for re-appointment to a three-year term on the Fremont County Solid Waste Disposal District Board. Later in the meeting, Jennifer McCarty moved, Ron Fabrizius seconded, to re-appoint Kyle Larson to a three-year term. Motion carried unanimously.

County Clerk Julie Freese stated she would withdraw her agenda item regarding the ARPA funded digitization project as she was currently negotiating with the company on some unknown costs.

MOVE Chair Brett Berg and member Bryan Warner were present to offer assistance regarding the five MOVE applicants they forwarded to the Commission for funding. Berg stated there were 23 applications this quarter (October) totaling \$4,184,000 in requests for the \$635,111.40 economic development tax money available. They vetted the applications and interviewed eight applicants. Of those interviewed, five projects were forwarded to the Commissioners for funding as follows: 1) Dubois Assisted Living d/b/a Warm Valley Lodge, request of \$200,000 for the project titled "Save Warm Valley Lodge, MOVE recommendation \$125,000; 2) Pioneer Pharmacy LLC, request of \$264,685 for Market Expansion, MOVE recommendation \$75,000; 3) SDT Property Management, request of \$200,000 for Onsite Laundry and Showers, MOVE recommendation \$100,000; 4) Tiny Tot Adventures Childcare, LLC request of \$79,450, MOVE recommendation \$90,000; and 5) Wind & Sage WY LLC request of \$85,000 for manufacturing building and expansion, MOVE recommendation \$74,500. Jennifer McCarty moved, Ron Fabrizius seconded, to accept the MOVE Committee recommendations for funding as stated. Motion carried unanimously.

The Commission discussed the recent mid-term vacancy on the Fremont County Fair Board. Last week the Commission had filled two 5-year terms and based on their weighted vote, had named two other individuals as alternates when this opening occurred. Both applications were reviewed at this time and Jennifer McCarty moved, Clarence Thomas seconded, to appoint Megan Sims to complete the remaining two-year term on the Fremont County Fair Board. Motion carried unanimously.

County Attorney Patrick LeBrun informed the Board that the Game and Fish seized a bighorn ram taken in the wrong area and has been held as evidence in the case. LeBrun stated the case is concluded and he recommended the Commissioners consider getting a shoulder mount made of the animal so as not to waste it, at an estimated cost of \$1,500. Various funding sources were discussed and it was taken under advisement.

Civil Deputy Attorney Nathan Maxon had drafted two documents for review: Decorum and Civility Policy for Meetings and Agenda Request Procedures of the Fremont County Commissioners. It was decided to wait until the January 2<sup>nd</sup> meeting to adopt both documents when a full board would be present.

Nathan Maxon presented a Petition to Vacate a Publicly Dedicated Road. Said road is located within Singing Creek Subdivision Lots 3A, Lots 2 & 3 Replat, and Singing Creek Subdivision Lots 4 & 5. He stated the Petition was submitted with the proper information and signatures required to begin the road vacation process. Clarence Thomas moved, Jennifer McCarty seconded, to accept the Petition as presented. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to appoint Steve Palmer to act as Viewer in the road vacation process. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to begin the 45-day public comment period on the proposed road vacation.

Clarence Thomas moved, Jennifer McCarthy seconded, to adjourn into Executive Session with Milan Vinich for personnel. Motion carried unanimously. Once that session was done, Chairman Allen discussed another personnel matter. Jennifer McCarty moved, Clarence Thomas seconded, to return to Regular Session. Motion carried unanimously.

There being no further business, Clarence Thomas moved, Jennifer McCarty seconded, to adjourn the Regular Meeting at 11:40 a.m. and reconvene for a Regular Meeting at 9:00 a.m. on January 2, 2024. Motion carried unanimously.

A full detailed report (informational only) and the official minutes are posted on Fremont County's website ([www.fremontcountywy.gov](http://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