

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
JANUARY 2, 2024

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 and Ron Fabrizius. Commissioner Clarence Thomas was absent. County Clerk Julie A. Freese and Deputy Civil Attorney Nathan Maxon were present.

Jennifer McCarty moved, Mike Jones seconded, to approve the agenda as presented. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to approve the minutes of the December 19, 2023 as presented. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones 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-\$2,886.90; Airgas USA LLC-Vehicle Maintenance-Supplies -\$192.23; American Family & Life Insurance-Segregated-Insurance-\$4,576.87; Anderson, Kyle L-Health Nurse-County Health Officer-\$2,500.00; Anderson, Tarah-County Attorney-Expense Reimburse-\$26.00; Blue Cross Blue Shield of WY-Co Admin-Health Insurance Claims-\$274,786.00; Caselle, Inc.-Computer Services-Services-\$200.00; Cloud Peak Counseling Center-Health & Welfare-Title 25-\$325.00; CNA Surety-County Treasurer-Surety Bond-\$100.00; Colonial Life & Accident Insurance-Segregated-Insurance-\$474.73; Creative Energies LLC-ARPA Program Grant-Solar System-\$62,037.00; Davis & Cannon LLP-County Attorney-Services-\$1,789.38; Deluxe For Business-County Treasurer-Supplies-\$221.79; Dubois Telephone Exchange-Horse Creek Road Reconstruction-Utility Relocate -\$5,589.15; Empower Trust-Segregated-Wyoming Benefits-\$8,720.00; Enos Trucking LLC-1% Gravel Projects-Services-\$5,365.00; Evergreen Tax & Consulting LLC-County Treasurer-Consultation/Services-\$2,400.00; Fremont Chevrolet GMC-Segregated-Parts/Vehicles-\$229,096.69; Fremont County Treasurer-Co Admin-Health Insurance-\$370,099.00; Fremont County Treasurer-Co Admin-Section 125 Benefits-\$30,393.31; Frontier Ambulance LLC-Fremont County Ambulance-Subsidy -\$303,750.66; Garnishments-Payroll-Garnishments-\$425.99; Greenwood Mapping Inc.-County Assessor-Services-\$144.00; HDR Engineering Inc.-Eight Mile Road Phase II-Services-\$8,791.25; Healthsmart Benefit Solutions-Segregated-Insurance-\$720.00; Kisling, Lisa-Public Defender-Rent-\$600.00; Kohler Trucking Inc-1% Gravel Projects-Services-\$3,770.00; Lawson Products, Inc-Vehicle Maintenance-Parts & Supplies-\$1,414.41; Master's Touch LLC-County Treasurer-Supplies/Services-\$6,327.34; Miller, Margaret-District Court-Rent-\$300.00; New York Life Insurance-Segregated-Insurance-\$133.11; Norco Inc.-County Buildings-Supplies -\$1,044.75; Novo Benefits-Health Benefit Plan-Services-\$5,410.59; Payroll Taxes-Co Admin-Withholding/FICA-\$240,709.60; Quadient Leasing USA Inc.-County Attorney-Meter Lease-\$267.03; Quill Corporation-Segregated-Office Supplies-\$632.80; R C Lock & Key-Vehicle Maintenance-Supplies/Services-\$141.00; Riverton Ranger, The-Support Services-Advertising-\$80.60; Riverton, City of-County Buildings-Utilities-\$780.60; Rocky Mountain Window Distributors-ARPA Program Grant-Window Installation -\$9,870.50; Sagewest Health Care-County Coroner-Services-\$36.33; Soule, Sierra-Public Defender-Rent -\$600.00; State Disbursement Unit-Payroll-Child Support-\$1,870.41; State of Wyoming-Public Defender-Office Rent -\$1,650.00; Terrance R. Martin PC-Public Defender- Rent-\$600.00; Teton Pathology PC-County Coroner-Services-\$50.00; Total Net Salaries-Segregated-Salaries-\$769,955.20; Traveling Computers-ARPA Program Grant-Tower Project-\$12,753.00; Windmill, LLC-Transportation-Supplies-\$1,136.84; WY Dept. of Employment-Segregated-Unemployment Claims-\$0.00; WY SDU-Payroll-Child Support-\$1,330.00; Wyoming Child Support Enforcement-Segregated-Child Support-\$850.00; Wyo Dept. of Workforce Services-Co Admin-Workers Comp-\$36,930.92; Wyoming Behavioral Institute-Health & Welfare-Title 25-\$3,016.00; Wyoming Machinery Co-Transportation-Parts -\$7,712.84; Wyoming Retirement System-Co Admin-Contributions-\$180,124.57.

Ron Fabrizius moved, Jennifer McCarty seconded, to accept a voucher for Title 25 patients from Wyoming Behavioral Institute in the amount of \$9,802.00 for four patients. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Appreciation letters to Tom Massey and Joe Crofts for service on the Fremont County Weed and Pest Control District Board; and 2) Record of Proceedings. Jennifer McCarty moved, Mike Jones seconded, to approve Certified Resolution No. 2024-01 “designating Treasurer James Anderson and Deputy Brian Green to obligate the county with respect to the purchase, sale, transfer and exchange of U.S. government agency securities.” Motion carried unanimously. Jennifer McCarty moved, Mike Jones seconded, to approve Resolution No. 2024-02 “Authorizing the release of monies prior to each county payroll distribution via direct deposit in 2024.” Motion carried unanimously.

Executive Health Insurance Committee representative Margy Irvine joined the meeting to provide information on several documents requiring approval. Jennifer McCarty moved, Mike Jones seconded, to approve a Fremont County Government Summary Plan Description cover page restated to July 1, 2023

until June 30, 2024. Motion carried unanimously. Jennifer McCarty moved, Mike Jones seconded, to approve Amendment #1 of the 2023-2024 Administrative Services Agreement to include wording “nothing in this provision shall be construed as a prohibited Gag Clause under the Consolidated Appropriations Act”. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to approve an Amendment to the Benefit Booklet, under Schedule of Benefits, regarding mental health treatment options, effective January 1, 2024. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to approve a Contract between NOVO Benefits, LLC and Fremont County for Health Benefits Consulting Services from January 1, 2024 through December 31, 2024. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) Request for extension of MOVE \$2,000 award granted to The Bossert Collective for the new Pushroot Brewing Mural project. The Commissioners asked that Project Coordinator Stacy Stebner attend the following meeting to review the timeline. 2) Department of Audit requirement to place a notice in the newspaper containing the names of entities missing census and associated follow up documents (Fremont County School District #38 Recreation Board and Town of Hudson). County Clerk Freese had placed the advertisement as per state statute and noted both entities had until the end of December to comply, and if not, no funds can be distributed from the County Treasurer to them and finally dissolution. 3) Annual Wind River Visitor’s Council Executive Director’s Report.

County Treasurer James Anderson had sent a list of warrants to be cancelled. In accordance with Wyoming Statute 18-4-106 “The county treasurer shall...each year cancel all unpaid county warrants which have been issued for more than twelve (12) months. The county treasurer shall certify to the board of county commissioners...the number and amount of each county warrant...The board of county commissioners...shall enter the list upon its journal and have the list published in the minutes of the regular...meeting...” It further reads “Any person holding a cancelled county warrant...may present the warrant...to the board of county commissioners within five (5) years after the date of cancellation and they shall issue the holder of the warrant...a new warrant in the same amount...”. Mike Jones moved, Jennifer McCarty seconded, to certify that the following warrants, which were issued more than 12 months ago, have not been paid, and are now cancelled (list follows). Motion carried unanimously.

Date Issued	Paid To	Warrant No.	Amount
3/8/2022	Brazil, Megan	174719	\$50.40
3/8/2022	Welch, Brian	174787	\$16.50
3/22/2022	Schmidt, Kevin B.	174915	\$52.50
3/22/2022	Thornburg, Joshua	174929	\$57.00
6/7/2022	Friday, Rana Marie	175435	\$39.00
6/21/2022	Sims, Megan	175697	\$53.85
8/2/2022	Klein, Jessica A.	175993	\$70.00
8/2/2022	Smith, Jeanette A.	17603	\$30.00
8/2/2022	Vasco, Maria C.	176042	\$325.00
8/16/2022	Pedersen, Beverly K.	176195	\$195.00
9/6/2022	Nations, Yesenia	176379	\$27.00
9/20/2022	Corsick-Boycott, Oakley	176512	\$30.00
9/20/2022	Emery, Garrett	176522	\$65.00
9/20/2022	Papadopoulos, Pavlos L.	176551	\$30.00
10/40/2022	Weber, Pearline	176662	\$92.69
11/1/2022	Lander Valley Physician Practice	176896	\$616.00
11/22/2022	Maulik, Marta Kay	177197	\$57.00
11/22/2022	Ryan, Aaron V.	177221	\$55.00

The Public Comment period was held.

Karen Wetzel stated the recent Interim Fee Schedule for Public Records Requests Made Pursuant to the Wyoming Public Records Act that was approved December 12, 2023 is burdensome to people. She had looked into what the State charges vs. what the county is charging which is less. She further questioned why the Resolution first presented last year had to have a 45-day comment period while the Interim did not. Civil Deputy Attorney Nate Maxon reviewed the Wyoming Public Records Act rulemaking requirements and the need for a 45-day comment period before a rule becomes effective and upon further review, there is an exemption for municipalities and county governments to do the action via resolution. The Interim schedule was passed by resolution but since the public process had already

begun for the original Fee Schedule, it was determined to wait until the 45-day period has elapsed and see what comments are received, but for now the Interim schedule is in place.

Election of Officers was held for 2024. Jennifer McCarty moved, Mike Jones seconded, to re-appoint Larry Allen as Chairman of the Board. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to re-appoint Mike Jones as Vice-Chairman. Motion carried unanimously.

The County Commission Liaison List will remain the same as when amended in September of 2023.

Jennifer McCarty moved, Mike Jones seconded, to designate the following depositories for Fremont County Government for 2024: Dubois: Bank of Jackson Hole and Wyoming Community Bank; Lander: BMO Bank, Central Bank and Trust, First Interstate Bank and Wyoming Community Bank; Riverton: BMO Bank, Central Bank and Trust, First Interstate Bank, US Bank, Wells Fargo Bank and Wyoming Community Bank; and Fort Washakie: Central Bank and Trust. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to designate the Riverton Ranger and Lander Journal as the official county newspapers for Fremont County Government for 2024 with the remaining newspapers within the county to be used for other purposes. Motion carried unanimously.

Civil Deputy Attorney Nathan Maxon reviewed the most recent draft of the Decorum and Civility Policy for Meetings of the Fremont County Commissioners. Commissioner Fabrizius expressed concern that people coming forward are being limited to two minutes and Article 1, Section 21 of the Constitution states people can peaceably assemble and he was not in favor of the draft. He further referenced a meeting last year in which a person in the audience represented a group that had recently donated \$50,000 to FCAG and was not allowed to speak to the topic while in the audience for another matter. Chairman Allen stated the person referenced was invited back to a subsequent meeting and his topic took at least 30 minutes, which was not an option for the first meeting he was in attendance at due to agenda constraints. Roberts Rules of Order was also discussed and County Clerk Julie Freese stated that maybe the document title should be changed from Policy to Guidelines. Vice-Chairman Jones stated the document gives the Chair control of the meeting, and the chair still has the right to curtail discussion if extending past their scheduled agenda time and flexibility to allow extra time if that works too. Mike Jones moved, Jennifer McCarty seconded, to approve the Decorum and Civility Guidelines document with the name change from a Policy. Voting against the motion: Ron Fabrizius. Motion carried. The Agenda Request Procedure for Meetings of the Fremont County Commissioners was reviewed with no changes suggested to the draft. Mike Jones moved, Jennifer McCarty seconded, to approve the document as presented. Voting against the motion: Ron Fabrizius. Motion carried.

The Commissioners reviewed the recent request from Riverton Rescue to fund \$25,000 as community buy-in for start-up costs for a location in Riverton, at which time the Wyoming Rescue out of Casper would continue running the operation. The Commission asked that representative Kara Hancock return to the next meeting to provide an update on funding needed.

Mark Hogan was present to interview for a four-year term on the Fremont County Weed and Pest Control District. District Supervisor Aaron Foster was present in the audience. Mr. Hogan's required Nomination Petition containing 10 signatures had been presented to the Commissioners five days prior to the meeting as required by state statute. Following the interview, Mike Jones moved, Jennifer McCarty seconded, to appoint Mark Hogan to the At-Large vacancy. Motion carried unanimously. Later in the meeting, it was noted that one other four-year term exists on that Board, and that re-advertising should commence for one more At-Large Director.

Civil Deputy Attorney Nathan Maxon was joined by MOVE representative Bryan Warner to review suggested changes to the rules and application and review a new document, an Affidavit required from the entities stating they have not received any other economic development funding previously. Several changes were made and the final documents will be finalized by the next day so that new applicants can access the information for submitting applications this quarter. Also reviewed was a sample Agreement for Use of Economic Development Tax Funds that will be required from each award recipient from now on out. Suggested changes were made and Maxon will prepare an Agreement for the five entities receiving funding for the October 2023 quarter.

County Clerk Julie Freese had prepared a synopsis of the Circuit Court Remodel Project to date. The final proposal from Nelson Architects LLC to provide construction documents and administration of the

emergency stairway had been approved in August of 2023 for an amount of \$4,000. No funding source was mentioned and a final cost of \$3,500 was received in the meantime. Mike Jones moved, Jennifer McCarty seconded, to authorize the Nelson Architects LLC cost of \$3,500 with LATC funding for the emergency exit proposal. Motion carried unanimously. Other projects were discussed on their current status for LATC funding: Coroner/Search and Rescue/et.al building authorized at \$1,500,000 and County Commissioners furniture authorized at \$13,500. Clerk Freese reviewed negotiations she has had with the company doing the digitization project for which she received ARPA #2 funding for. Due to pages having print on both sides, an additional \$11,000 was required; however, after negotiations with the company, they agreed to an additional amount of \$4,000 to complete the project. Ron Fabrizius moved, Jennifer McCarty seconded, to authorize an additional \$4,000 to the ARPA #2 digitization project for the County Clerk. Motion carried unanimously. To review the grant funding remaining, she stated there is \$360,000 remaining in LATC (still leaving \$2 million for future projects) in that fund, and there is no due date on funding use. ARPA funded projects need to be committed by December 2024 and spent by December 2025.

Commissioner Ron Fabrizius reported on the recent Airport Board meeting he attended and stated boarding's are up again. He has not heard any discussion on any MRG increases.

There being no further business, Mike Jones moved, Jennifer McCarty seconded, to adjourn the Regular Meeting at 12:05 p.m. and reconvene for a Regular Meeting at 9:00 a.m. on January 9, 2024. 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