

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
FEBRUARY 6, 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, Jennifer McCarty, Clarence Thomas and Ron Fabrizius. Vice-Chairman Michael Jones was absent. County Clerk Julie Freese and Deputy Civil Attorney Nathan Maxon were present.

Jennifer McCarty 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 January 23, 2024 meeting as presented. Motion carried unanimously.

Jennifer McCarty moved, Ron Fabrizius seconded, to accept the bills for payment. Motion carried unanimously. County Clerk Julie Freese noted that the Help for Health Hospice Home endowment and the Wyoming Rescue Mission warrants were approved contingent upon the Budget Hearing scheduled later in the meeting.

Bills are listed in the following order: Vendor – Department – Description – Amount: 307 Shredding LLC-Detention Center-Service -\$150.00; A & I Distributors-Vehicle Maintenance-Oil / Fluids-\$3,144.38; Ace Hardware-Lander-County Buildings-Materials / Supplies-\$135.69; Ace Hardware-Riverton-Vehicle Maintenance-Materials / Supplies-\$21.57; Albright, Harold-Planning-Reimbursement-\$84.00; Alexander Excavation-1% Gravel Projects-Contract Service -\$11,600.00; All Service Lysite Inc.-1% Gravel Projects-Contract Service-\$2,428.75; American Family & Life Ins.-Segregated-Insurance-\$4,717.07; Amerigas-County Buildings-Utility Service-\$665.11; Apex Surveying, Inc.-Road Construction-Riverview Project-\$5,089.00; B & T Fire Extinguishers Inc.-Transportation-Service-\$95.00; B&M Septic & Excavation Services LLC-1% Gravel Projects-Contract Service-\$6,778.75; Bailey Enterprises, Inc.-Inventory-Bulk Fuel -\$28,987.02; Black Hills Energy-County Buildings-Utility Service-\$17,901.64; Bloedorn Lumber-Lander-County Buildings-Materials Supplies -\$544.18; Blue Cross Blue Shield of WY-Co Admin-Health Insurance Claims-\$622,469.31; BMO Bank N.A.-Investment Pool-Analyzed Charges-\$41.44; Bowdel Steven P.-Detention Center-Medical Services-\$2,250.00; Carroll Septic Service-County Buildings-Services/Repairs-\$300.00; Charter Communications-Computer Services-Internet Service-\$129.98; Clifford, Gregory P. MD PC-Detention Center-Inmate Medical-\$565.00; Colonial Life & Accident Insurance-Segregated-Insurance-\$474.73; Communication Technologies Inc.-Capital Asset Acquisitions- Remodel Project-\$7,840.00; Davis & Cannon LLP-County Attorney-Tax Appeal Services-\$4,152.52; DC Group Inc.-Computer Services- Maintenance -\$1,018.76; Docusign Inc.-LATC Program Grant-Services-\$2,415.00; DOT FHWA-Horse Creek - Wiggins Fork-Reconstruction-\$510,465.93; Double S Trucking Inc.-1% Gravel Projects-Contract Service-\$3,915.00; Dowl LLC-LATC Program Grant-Services-\$26,383.75; Electrical Dynamics, Inc.-Computer Services-Services / Repairs-\$184.00; Empower Trust-Segregated-Wyoming Benefits-\$8,785.00; Forbis, Kevin-Transportation-Reimburse Expense-\$366.10; Freese, Julie-County Clerk-Reimburse-\$316.25; Fremont Chevrolet GMC-Vehicle Maintenance-Parts / Repair-\$1,110.39; Fremont County Treasurer-Co Admin-Health Insurance-\$375,247.00; Fremont County Treasurer-Co Admin-Section 125 Benefits-\$31,518.32; Gales Carpet One Floor & Home-ARPA Program Grant-Remodel Project-\$2,641.40; Garnishments-Payroll-Garnishments-\$425.99; Gee, Brian-Detention Center-Contract Supervisor-\$5,580.00; Globalstar USA-Search & Rescue-Satellite Phone -\$277.72; Grainger-County Buildings-Materials / Supplies-\$1,017.50; Healthsmart Benefit Solutions-Segregated-Insurance-\$720.00; Help For Health-Hospice Operations-Reimburse Request-\$193,083.00; I-State Truck Center-Vehicle Maintenance-Parts -\$513.29; Kessler, Douglas E-Planning-Expense Reimburse-\$29.50; Kisling, Lisa-District Court- Rent-\$600.00; Lander, City of-County Buildings-Water & Sewer-\$2,444.81; Lawson Products, Inc.-Vehicle Maintenance-Parts & Supplies-\$618.64; McCallister, Aaron-Transportation-Reimburse-\$100.00; Medow, Aubrey-Planning-Reimburse-\$53.00; Mid-Amer Research Chemical-Vehicle Maintenance-Supplies -\$5,082.52; Miller, Margaret-District Court-Rent -\$300.00; Natrona County Sheriff-Detention Center-Inmate Housing -\$6,240.00; New York Life Insurance-Segregated-Insurance-\$133.11; Newman, Craig-Transportation-Expense Reimburse-\$100.00; Nicholls Gravel & Trucking LLC-1% Gravel Projects-Contract Service-\$9,207.50; Norco Inc.-County Buildings-Supplies -\$4,582.28; Office Shop Inc., The-Computer Services-Maintenance -\$972.89; O'Reilly Automotive Inc.-Vehicle Maintenance-Parts & Supplies -\$62.98; Ox Yoke M Trucking LLC-1% Gravel Projects-Contract Services -\$6,561.25; Palazzolo, Alicia-Detention Center-Contract Services -\$2,843.75; Patriot Petroleum Solutions LLC-Fuel Facility-Repairs / Service-\$1,581.20; Payroll Taxes-Co Admin-Withholding / FICA-\$217,796.66; Post, Raymond-Public Health-Car Wash -\$36.00; Priority Dispatch Inc.-Dispatch Center-Service Agreement -\$16,800.00; Quadient Inc.-County Sheriff- Machine Rental-\$77.97; Quill Corporation-Fremont County WIC-Supplies-\$173.73; Riverton Ranger, The-Eight Mile Road Phase II-Bid Invitation-\$193.05; Riverton, City of-County Buildings-Water / Sewer-\$784.43; Rocky Mountain Automatic Doors-County Buildings-Repairs / Service-\$665.00; Rocky Mountain Logistics Inc.-1% Gravel Projects-Contract Service-\$21,858.75; Sagewest Health Care-Detention Center-Inmate Medical-\$5,702.53; Secretary of State-County Attorney-Notary Fees-\$60.00; Smith Psychological Services-Detention Center-Services-\$400.00; State Disbursement Unit-Payroll-Child Support-\$1,870.41; State Of Wyoming-Public Defender-Office Rent-\$1,650.00; Sweetwater Aire LLC-County Buildings-Supplies / Parts -\$5,641.40; Sylvestri Customization-Prevention Program-Services-\$1,900.00; Terrance R. Martin PC-Segregated-Appointment / Rent-\$2,512.50; Teton Pathology PC-County Coroner-Services-\$125.00; Total Net Salaries-Segregated-Salaries-\$724,642.19; Trap Trucking LLC-1% Gravel Projects-Contract Service-\$6,090.00; Traveling Computers-Segregated-Project Services-\$24,371.45; Tumbleweed Propane Inc.-County Buildings-Utility Service-\$937.66; Western Printing, Inc.-County Attorney-Supplies -\$83.00; Whiting Law, P.C.-District Court-Court Appointment-

\$450.00; Wind River Oilfield Service Inc.-1% Gravel Projects-Contract Service-\$11,672.50; Wind River Towing-Abandoned Vehicles-Vehicle Towing-\$400.00; Wolf, Nancy J-Detention Center- Medical Services-\$1,812.50; Workpartners-Health Benefit Plan- Membership-\$400.00; WY Dept. of Employment-Segregated-Unemployment Claims-\$0.00; WY Dept. of Health-Health Nurse-Contract Service-\$47,565.92; WY Dept. of Transportation-Vehicle Maintenance-County Plate-\$5.00; WY SDU-Payroll-Child Support-\$1,330.00; Wyo Child Support Enforcement-Segregated-Child Support-\$850.00; Wyo Dept. of Workforce Service-Co Admin-Workers Comp-\$34,476.31; Wyoming Machinery Co-Segregated-Parts / Service-\$17,060.41; Wyoming Office Attorney General-24/7 Program-Program Fees-\$3,784.00; Wyoming Rescue Mission-Health & Welfare-Fund Request Assist-\$9,000.00; Wyoming Retirement System-Co Admin-Contributions-\$173,128.60; Wyonet Inc.-Computer Services-Telephone / Internet Service-\$5,537.76; Xybix Systems Inc.-Capital Asset Acquisitions-Remodel Project-\$57,473.00.

Ron Fabrizius moved, Clarence Thomas seconded, to accept two vouchers from Wyoming Behavioral Institute in the amounts of \$24,882.00 and \$1,508.00 for eleven Title 25 patients. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Sympathy card; 2) Abatement Summary cover page; 3) Letters of appreciation for Assessor staff upon receiving Property Tax Appraiser Certificates for 2024; 4) letter of appreciation to Steve Palmer for serving as Viewer in the matter of the Petition to Vacate a Publicly Dedicated Road within Singing Creek Subdivision; 5) letter appointing Ron Wempen as Deputy Fremont County Fire Warden; 6) letter of appreciation to Paul Downey and Dan Oakley for acting as former Deputy Fremont County Fire Wardens; and 7) Record of Proceedings. Clarence Thomas moved, Jennifer McCarty seconded, to approve a Fremont County Service Agreement Radio Equipment List with Communication Technologies, Inc. in the annual amount of \$35,542.44 for FY 2023-2024. Motion carried unanimously. Clarence Thomas moved, Ron Fabrizius seconded, to accept the bid from Amazon in the amounts \$287.97 for the Emergency Management Agency ARPA funded project for supplies for the Mass Casualty Response Trailers. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to accept the bid from AirGas in the amount of \$246.00 for the Emergency Management Agency ARPA funded project for supplies for the Mass Casualty Response Trailers. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve an Approach/Access Application (2021-057A) from Triangle X Ranch (Harold Mapes Turner et al.) for a residence on Riverview Road. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve an Approach/Access Application (2021-058A) from Shane Dickinson for a residence on Ebbert Lane. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve a Cooperative Agreement for Responsibilities between Wyoming Department of Family Services, Child Support Program and Fremont County Clerk of District Court with a term date of July 1, 2024 through June 30, 2026. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve the 2024 Fremont County Government Sandbag Policy. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve a letter to Bohemian Builders authorizing them to use the contracts for the Dubois Museum Shop and the Lander Pioneer Museum Vestibule as collateral for a line of credit with Wyoming Community Bank. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) letter from Fremont County Fire Warden Craig Haslam appointing Ron Wempen as Deputy Fire Warden; 2) Wyoming State Forestry Division FY2025 premium of \$24,139.07 (acknowledged); 3) State of Wyoming Division of Worker's Compensation letter of introduction to Workers' Compensation Safety & Risk (forwarded to Wellness and Safety Coordinator); 4) SageWest Health Care letter requesting reimbursement for Property Taxes for the years 2020-2023 (Deputy Attorney Maxon stated outside counsel is working on this and he will provide an update at the following meeting); 5) WRITC Resolution "Granting an access road for public right-of-way to access fee property for access and construction of a fire hall" (Chairman Allen noted the Fremont County Fire Chief has this information and their legal counsel is reviewing it); 6) MOVE Grant recipient Radcast Outdoors Podcast final report; 7) Holland & Hart Request for Review/Notice of Appeal-ConocoPhillips/Burlington Resources Oil & Gas Contesting the Fremont County Treasurer's Ad Valorem Tax Notices for Tax Years 2018, 2019 and 2020 (Treasurer noted this is a procedural matter, taxes have been paid under protest, waiting a final decision on their appeal to the State Board of Equalization).

The Public Comment period was held.

Janelle Hahn presented a photo taken outside of Meeteetse that shows a narrow, winding state road with two stripes close together down the centerline with each lane being 9.5 feet, so that even with no shoulder in place it gives additional space for pedestrian and bicycle traffic. She suggested this type of road striping be considered so as not to have to take personal property as related to the Hillcrest Drive Reconstruction Project.

Karen Wetzel expressed concern with the Public Funds as relating to the Commissioners providing funding for a feasibility study for the Riverton Rescue Mission when there are already programs in place that need assistance (Eagles Hope Transitions). In another topic, she again referenced the Public Records Fee that will be acted on later in the meeting and recommended the County's rate schedule follow that of the State of Wyoming. She further stated the cost is uncalled for and is part of the Clerk's duties.

Popo Agie Conservation District Kelsey Beck was joined by Amanda Small, Health Rivers Initiative (HRI) Coordinator. RaJean Fossen and Douglas L. Thompson were present in the audience. Beck reviewed the 2022-2023 Annual Report and highlights

County Attorney Patrick LeBrun asked for authorization to advertise an Attorney position at \$97,500 which is an Inc.rease from the budgeted amount of \$76,000. He stressed the need to be able to hire experienced prosecutors and stay competitive. Jennifer McCarty moved, Ron Fabrizius seconded, to approve advertising for the vacant position at a salary of \$97,500. Motion carried unanimously.

Wellness and Safety Coordinator Tatum Hall presented the Wellness Department Program totals.

Review of public comments was held at 10:30 a.m., as advertised, following the end of the 45-day comment period on the proposed Fremont County Fee Schedule for Public Records Requests made pursuant to the Wyoming Public Records Act. There were no comments from the audience either for or against the proposal. Civil Attorney Nathan Maxon reviewed the proposed fee schedule for Electronic Public Records (\$25/hour for clerical staff time; \$40/hour for information technology staff time; \$70.00 for professional staff time; actual cost of programming and computer services), Non-Electric Public Records (Standard black and white Copy 8 ½ x 11 \$1.00/page; Color 8 ½ x 11 \$2.00/page; legal 8.5 x 14 black and white \$1.00/page) etc. and Fee Waiver for Fremont County Residents (the first \$50 of production, generation and copy costs are waived for applicants who are Fremont County residents). He had received comments from County departments as follows: County Coroner (approves of the exemption as they have very few requests); County Planner (fully loaded cost recommended); Assessor (already has a fee schedule in place, no waiver for Fremont County residents); Treasurer (no waiver for Fremont County residents) as well as two Public Comment topics related to the issue, asking that State fees be used (which were less) instead of those proposed for Fremont County. Maxon had polled several counties when determining the fees; however, not all counties were Inc.luded. The Assessor has fees in place but they are not countywide and if fees are going to be charged, a fee schedule needs to be in place and approved by resolution as provided within the Public Records Act. Commissioner Thomas asked what department the fees would be credited to, and the Treasurer had informed him they would go back into the General Fund. Commissioner Fabrizius preferred the State rates be used. Jennifer McCarty moved, Clarence Thomas seconded, to approve Resolution No. 2024-05 "To Establish a Fee Schedule for Public Records Requests made Pursuant to the Wyoming Public Records Act" as advertised. Voting for the motion: Larry Allen and Jennifer McCarty. Voting against the motion: Clarence Thomas and Ron Fabrizius. Motion failed.

Public Health Nurse Manager Gina Stewart and Prevention Coordinator Tauna Groomsmith were present to request adding a position for a Prevention Assistant. The proposal for the position is 18 hours/week non-benefitted. There is a line item in the grant funded project for Operational Support that would cover the cost of the \$15/hour position. Groomsmith provided an overview of the Prevention Program which Inc.luded current program projects they are working on as well as the Job Description of the Assistant position. Commissioner Thomas asked that the Department of Health provide a written approval of the proposed use of funding under Operational Support for the position. They will report back with the requested documentation at a later meeting.

County Clerk Julie Freese reviewed the proposed process for the 2024-2025 budget.

A budget hearing was held at 11:15 a.m., as advertised, regarding Unanticipated Revenues and Budget Transfers. Present was County Clerk Julie Freese. The Unanticipated Revenue from the National Opioid Settlement Funds of \$555,014 was discussed by Workgroup members Cassie Murray and Gina Stewart who were present to review their budget. The Budget Transfer from the General Fund to Riverton Rescue Mission for \$9,000 was amended to Wyoming Rescue Mission. The Hospice Operating and Maintenance Trust transfer to Help for Health Hospice in the amount of \$193,083 was represented by Executive Director Karen Yongue and Board President Bonnie Hildner. Jennifer McCarty moved, Clarence Thomas seconded, to approve Resolution No. 2024-6 "FY 2023-2024 Budget Amendment No. 4". Motion carried unanimously.

Museum Director Scott Goetz joined County Clerk Julie Freese to review a grant from the LOR Foundation in the amount of \$23,773. Jennifer McCarty moved, Clarence Thomas seconded, to authorize the Museum Board's request to amend their budget following the required public hearing. Motion carried unanimously.

Eagles Hope Transitions Director Michelle Widmayer was joined by Board members Mikayla Dalley and Scott Morrow and volunteer Dr. Brad Tyndall, to discuss budget shortfalls expected, mainly due to the program no longer being eligible for CDBG funding due to rule changes to not award funding to non-profits (in 2023 the program received \$107,316.36 from CDBG). Their 2023 and 2024 Income budgets were provided along with a spreadsheet of monthly expenses. There are 16 rooms available and Widmayer stated the program is the only transitional housing program in Fremont County. Devin Anderson was in the audience and introduced himself as having used the program in the past and how it helped him become a member of the community with employment at Eagles Hope Transitions and is now able to provide a home for his family. Fremont County Treatment Courts Director Cassie Murray stated the Fremont County Court Assisted Supervised Treatment program partners with Eagles Hope Transitions and answered Commissioner Thomas' questions whether the National Opioid Settlement Funds could provide assistance, stated they need to put a process in place in order to use the funds and could contribute in the future but not ready at this time. Dr. Tyndall agreed the emergency funding need is reactive but they are regrouping and have a three stage plan: 1) raise \$6,000 to get the program funded through February; 2) Do major fundraising to raise \$82,000 required to get through June 30th; and 3) bring more players to create partnerships for sustainable long-term solutions. He stressed the importance of people in the transitional housing program being able to remain there and not return to the destructive cycle they experienced previously, and noted there are 75 people on the waiting list. Commissioner Thomas questioned the administrative process which needs more accountability and responsibility and something needs done to ensure the program does not get into this situation again. Jennifer McCarty moved, Ron Fabrizius seconded, to authorize a one-time emergency funding transfer from the Cash Reserve to Eagles Hope Transitions in the amount of \$60,000 to keep the program operational for the next five months. Motion carried unanimously. The budget hearing will be advertised and held the following meeting at which time the funds can be released.

Transportation Superintendent Billy Meeks recently performed evaluations on all employees and stated five of them are ready to move up to the next level, resulting in approximately \$1,500 total Increase to the salary line item per month, not including benefits. He has adequate funding in his budget as he has been down several employees for most of the fiscal year. County Clerk Julie Freese reminded the Board that they have set aside money for SOC Increases in case individual budgets cannot handle Increases and that the SOC Committee is meeting and working on the issue. She noted turnover is taking place in almost every department as employees are leaving for higher paying jobs. Jennifer McCarty moved, Ron Fabrizius seconded, to approve the SOC adjustments for five Transportation Department employees for a total budget impact of \$1,500 month. Motion carried unanimously.

Board interviews were held as follows: Tiffany Hartpence (Weed and Pest Control District); Gerri Boesch and Julie Twist (Historic Preservation Commission); John Larsen (Solid Waste Disposal District); and prior interviewed applicant Kourtney Hanger (Fair Board) and was not present. Jennifer McCarty moved, Ron Fabrizius seconded, to appoint Tiffany Hartpence to an At-Large position on the Weed and Pest Control District board with term expiration date of December 31, 2027. Motion carried unanimously. Jennifer McCarty moved, Clarence Thomas seconded, to appoint Gerri Boesch to a vacancy on the Historic Preservation Commission with a term expiration date of June 30, 2026 and Julie Twist with a term vacancy date of June 30, 2025. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to appoint John Larsen to a vacancy on the Solid Waste Disposal District board with term expiration date of December 31, 2026. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to appoint Kourtney Hanger to a vacancy on the Fair Board with term expiration date of December 31, 2025. Motion carried unanimously.

Commissioner meeting reports were given:

New Business Items were discussed.

The Courthouse Security Committee had recommended an Emergency Opioid Antagonist Policy be approved establishing guidelines and regulations governing the utilization, storage and reporting of Naloxone Hydrochloride (Narcan), an opioid antagonist, by trained personnel within Fremont County

Government. Jennifer McCarty moved, Clarence Thomas seconded, to approve the Policy effective immediately. Motion carried unanimously. It was noted that this could be a topic at the training that takes place on Columbus Day where the Courthouse is closed to the public.

Viewer Steve Palmer had submitted his Viewer's Report dated January 22, 2024 titled "Vacation of an Unnamed, Unconstructed Publicly Dedicated Road, Utility and Drainage Easement in the Singing Creek Subdivision." Jennifer McCarty moved, Ron Fabrizius seconded, to accept the Viewer's Report. Motion carried unanimously. The 45-day comment period will end on February 16, 2024 and the public hearing is scheduled for February 20th.

There being no further business, Jennifer McCarty moved, Clarence Thomas seconded, to adjourn the Regular Meeting at 2:45 p.m. and reconvene for a Regular Meeting at 9:00 a.m. on February 13, 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