

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
FEBRUARY 13, 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, Mike Jones, Jennifer McCarty and Ron Fabrizius. Commissioner Clarence Thomas was absent. County Clerk Deputy Becky Enos and Deputy Civil Attorney Nathan Maxon were present.

Jennifer McCarty moved, Ron Fabrizius seconded, to approve the agenda as presented. Motion carried unanimously.

Jennifer McCarty moved, Ron Fabrizius seconded, to approve the minutes of the February 6, 2024 meeting as presented. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to accept the bills for payment. Motion carried unanimously. It was noted that the Eagles Hope Transitions voucher was approved contingent upon the Budget Hearing scheduled later in the meeting.

Bills are listed in the following format: Vendor – Department – Description – Amount: Ace Hardware-Lander-County Buildings-Materials / Supplies -\$18.98; AlSCO Inc.-County Buildings-Laundry-\$254.00; Amerigas-County Buildings-Utility Service-\$856.43; Big Horn Tire Inc.-Vehicle Maintenance-Vehicle Tires -\$3,353.00; Big Horn Water-Youth Services-Water -\$99.00; Bill Jones Plumbing & Heating-County Buildings Detention-Services / Repairs-\$358.27; Bloedorn Lumber-Lander-County Buildings-Materials Supplies-\$113.46; BMO Financial Group-Segregated-Credit Card Charges-\$70,012.37; Bob's Truck Repair, Inc.-Vehicle Maintenance-Parts-\$95.64; Capital Business Sys. Inc.-Covid 19 Grant-Supplies & Service -\$85.49; Carroll Septic Service-Transportation-Services -\$150.00; Communication Technologies Inc.-Support Services-Maintenance Agreement-\$11,847.48; Cowboy Chemical Inc.-Detention Center-Supplies-\$761.25; Drug Testing Services LLC-Transportation- Service-\$165.00; Dubois Assisted Living Inc.-Special Tax-MOVE Award -\$125,000.00; Dubois Frontier, The-Support Services-Advertising-\$98.60; Dubois Telephone Exchange-County Sheriff-Telephone Service-\$721.10; Eagle Uniform & Supply Co-Vehicle Maintenance-Laundry-\$71.46; Eagles Hope Transitions-Health & Welfare-Assistance-\$60,000.00; ESRI-Segregated-Maintenance Agreement-\$11,925.00; Fremont Chevrolet GMC-Segregated-New Vehicle / Parts-\$114,587.35; Fremont County Assoc. of Govt.-Special Tax-Economic Development-\$20,242.77; Fremont County School Dist. #25-Youth Services-Services-\$63.75; Fremont Motor Riverton Inc.-Vehicle Maintenance-Parts / Supplies-\$429.51; Greenwood Mapping Inc.-County Assessor-Mapserver Service-\$576.00; High Plains Power, Inc.-County Buildings-Utility Services-\$1,817.77; Inberg-Miller Engineers-Transportation-Sink's Canyon Rehab-\$3,395.00; Injury Prevention Resources-Segregated-Contractual Services-\$4,112.00; I-State Truck Center-Vehicle Maintenance-Parts-\$188.22; Iworq Systems Inc.-Transportation-Service Agreement -\$5,400.00; Kairos Broadcasting LLC-Segregated-Advertising-\$2,083.34; Lander Valley Auto Parts-Vehicle Maintenance-Parts / Supplies-\$60.60; Leseberg Trucking & Ditching-1% Gravel Projects-Contract Services-\$6,597.50; Mahlum, Zachary Hamilton-District Court-Court Appointment-\$1,060.61; Mountain Dental PC-Detention Center-Inmate Medical-\$2,013.00; Mountain West Towing LLC-Abandoned Vehicles-Vehicle Towing-\$1,262.37; Napa Auto Parts-Riverton-Vehicle Maintenance-Parts & Supplies-\$4,430.35; Norco Inc.-County Buildings-Supplies-\$95.04; Palace Pharmacy-Detention Center-Inmate Rx's-\$2,294.45; Pavillion, Town of-County Buildings-Water Utilities-\$112.50; Post, Raymond-Segregated-Car Wash -\$82.40; R T Communications-Dispatch Center-Telephone Service-\$444.11; RELX, Inc.-County Attorney-Research Subscription-\$819.00; Riverton Ranger, The-Support Services-Advertising-\$2,215.25; Riverton, City of-Special Tax-Economic Development -\$40,485.53; Rocky Mountain Power-County Buildings-Utility Services-\$11,676.54; Rodney's Collision & Custom-Detention Center-Repair-\$14,846.22; Soule, Sierra-District Court-Court Appointment-\$1,470.00; Sweetwater Aire LLC-County Buildings-Supplies / Repair-\$2,028.85; Verizon Wireless-Segregated-Cellphone Services-\$1,121.89; Western Printing, Inc.-Segregated-Printed Supplies-\$365.28; Wind & Sage WY LLC-Special Tax-MOVE Award-\$8,288.55; WY Public Health Laboratory-Public Health-Fees / Supplies-\$264.00; Wyoglass LLC-Detention Center-Glass Repair-\$498.82; Wyoming Behavioral Institute-Health & Welfare-Title 25-\$26,390.00; Wyoming Dept. Of Transportation-Segregated- Fuel -\$2,474.87; Wyoming Machinery Co-Vehicle Maintenance-Parts-\$4,484.24; Wyoming Waste Systems-County Buildings-Trash Removal-\$3,322.63.

The following items in the Signature File were reviewed: 1) Sympathy card; 2) Notice of Denial to Jade Mobile Home Community, LLC for ½ Percent Economic Development Tax project; and 3) Record of Proceedings. Mike Jones moved, Jennifer McCarty seconded, to approve the Juvenile Justice Services of Fremont County Agreement. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) Rock Shop Inn request to apply to the City of Lander for a Catering Permit for the Muley Fanatic Fundraising Banquet at the Lander Community Center on March 16, 2024. Jennifer McCarty moved, Mike Jones seconded, to approve the request as submitted. Motion carried unanimously. 2) Letter from Office of the Wyoming State Public Defender requesting input on their recommendation to appoint Zachary H. Mahlum as a Part-time Assistant Public Defender for the 9th Judicial District. Commissioner Allen will meet with County Clerk Freese to provide a letter by the deadline of February 20th. 3) County owned property located in Dubois. Dubois Mayor Neveaux will be asked to submit a written proposal for the Board's review. 4) Formal complaint submitted by Janelle Hahn regarding Library Board Director actions at recent Board meeting. Vice-Chairman Jones stated he has

spoken with both the Chair, several Board members and the Director, as well as reviewed the video of the meeting. He has suggested the Board meet in an executive session to discuss various ideologies and personalities and attempt to clear the tension among members on the board. He will be disappointed if a meeting does not happen and will keep the Commission updated. 5) Acknowledgement of the Fremont County/Municipal/Tribal Emergency Operations Plan.

There was nobody present for the Public Comment period.

JR Oakley, JR Project Management LLC, provided a monthly update. Both the Election Building and the Dubois Search and Rescue buildings have been put out to bid for a design build project. He plans to have the Commission award the bids on March 12th. The grant authorization of \$13,500 for new Commissioners' executive and galley chairs were discussed. Several options had been provided and narrowed down for review. Vice-Chairman Jones asked that three additional executive chairs be purchased for use in the extra meeting room, along with the current chairs that will be moved there when new ones arrive. Mike Jones moved, Jennifer McCarty seconded, to authorize a bid from Slumberland up to \$12,500 for the chairs. Motion carried unanimously.

Transportation Superintendent Billy Meeks was joined by HDR Engineer Kyle Lehto who had submitted a letter of recommendation to the Board regarding the Crooks Gap Cattle Guard Replacement Project. The project had been placed out to bid due to the scope of the project and the large amount of concrete work that would be required. The County has all the materials and the bid was for fencing, labor and equipment. There were six bidders, one rejected as being incomplete, listed as follows: Precision Dirt Works, Inc. (\$42,861.94); B & M Septic and Excavation (\$79,100.00); LCI Trucking and Construction LLC (\$83,700); Wind River Oilfield Service, Inc. (\$88,044); and Jerry Bornhoft Construction, Inc. (\$144,900). Mike Jones moved, Jennifer McCarty seconded, to approve the Notice of Award for Precision Dirt Works, Inc. for the Crooks Gap Cattle Guard Project for a contract amount of \$42,861.94. Motion carried unanimously.

Commission meeting reports were given:

Treatment Courts and Youth Services Executive Director Cassie Murray provided a monthly update.

Jennifer McCarty moved, Mike Jones seconded, to adjourn into Executive Session with Civil Deputy Attorney Nathan Maxon regarding potential litigation. Motion carried unanimously. County Clerk Julie Freese was present via speaker phone. Jennifer McCarty moved, Mike Jones seconded, to return to Regular Session. Motion carried unanimously.

A Public Hearing was held at 10:30 a.m. (advertised for 10:15 a.m.) regarding budget transfers within Fremont County's FY 2023-2024. County Clerk Julie Freese was present via speaker phone and stated the transfer is necessary from the Cash Reserve to Eagles Hope Transitions in the amount of \$60,000. Mike Jones moved, Ron Fabrizius seconded, to approve Resolution No. 2024-07 "FY 2023-2024 Budget Amendment No. 5." Motion carried unanimously.

Museum Director Scott Goetz requested informed the Board of an immediate vacancy for the Dubois Site Manager position. He requested authorization to refill at the same salary. Jennifer McCarty moved, Ron Fabrizius seconded, to authorize the rehire of a Dubois Site Manager at a salary not to exceed \$39,101. Motion carried unanimously.

Fair Board Manager Pat Hart informed the Board that the current part-time Bookkeeper will be resigning following the 2024 Fair. She recommended somebody be hired in either June or July in order to have time to be trained by the current staff member. She spoke with County Clerk Freese who informed her that the Fair Board is the only off-line board that the County does not do the bookkeeping for; however, a part of the Fair position requires the person to be in attendance during Fair week which would not be possible for current County staff. Jennifer McCarty moved, Ron Fabrizius seconded, to authorize refilling the part-time occasional Bookkeeper position at an amount not to exceed \$16,629/year. Motion carried unanimously.

Pat Hart reviewed materials regarding the Fremont Center Remodel Project. She stated one bid had been received; however, the Fair Board was uncomfortable with awarding the bid (not sure they were the awarding entity or if the Commissioners were as they awarded the architectural bid to Nelson Architects LLC last year) and they also had several issues with the bid itself. Hart detailed the process she had used in the call for bids and associated advertising, mandatory pre-bid walk-through with three contractors in attendance. Sealed bids were required by 2:00 p.m. on February 1, 2024 at which time the bids were opened. The bid opening was performed by Hart and Coleen Nelson, with Board Chair Scott Walters unavailable. One bid was received from Yeates Construction, Inc. and the firm was asked for clarification

on deficient items, with the adjusted amount recommended for approval by Colleen Nelson in a written memo. Vice-Chairman Jones stated the responsibility is for the Fair Board to accept the bid and make the recommendation to the Commissioners for final approval of the bid.

Vehicle Maintenance Supervisor Brad Meredith requested an SOC adjustment for an employee who has met the requirement of Level 3 after acquiring his CDL license. He reviewed the Mechanic Position Description that detailed the various levels and educational requirements, and stated the employee has also entered into a Commercial Driver's License Training Payment Contract indicating he will stay employed with Fremont County for two years or will be required to repay the County for the training costs involved in the CDL training. Meredith stated he performed employee evaluations on all his staff in January. Mike Jones moved, Jennifer McCarty seconded, to approve the SOC level for the employee from \$54,300 to \$56,400. Motion carried unanimously.

There being no further business, Mike Jones moved, Jennifer McCarty seconded, to adjourn the Regular Meeting at 11:00 a.m. and reconvene for a Regular Meeting at 9:00 a.m. on February 20, 2024. Motion carried unanimously.

A full detailed report (informational only) and the official minutes are posted on Fremont County's website (www.fremontcountyyw.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