

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
MARCH 19, 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, Clarence Thomas and Ron Fabrizius. County Clerk Julie A. 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, Ron Fabrizius seconded, to approve the minutes of the March 12, 2024 meeting as presented. Motion carried unanimously.

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

Bills are listed in the following format: Vendor – Department – Description – Amount: 307 Aerial Services LLC-Road Construction-Surveying Service-\$377.12; Ace Hardware-Lander-Segregated-Materials/Supplies -\$436.72; Amerigas-County Buildings-Utility Service-\$858.65; Redacted-District Court-Jury Duty-\$4,566.50; B&M Septic & Excavation Services LLC-Road Construction-Service-\$950.00; Bailey Enterprises, Inc.-Inventory-Bulk Fuel -\$26,196.27; Bloedorn Lumber-Lander-County Buildings-Materials Supplies -\$59.11; Blue Knight Security LLC-Detention Center-Inmate Transport-\$4,325.00; Capital Business Systems, Inc.-COVID 19 Grant-Supplies & Service -\$85.49; Central Wyoming College-Prevention Program-Advertising-\$168.00; Civil Air Patrol Magazine-County Sheriff-Advertising-\$205.00; Clifford, Gregory P. MD PC-Detention Center-Inmate Medical-\$2,114.00; Communication Technologies Inc.-County Sheriff-Radio Repair-\$815.00; Cowboy Chemical Inc.-Detention Center-Supplies-\$667.70; Davis Funeral Home-Health & Welfare-Indigent Funeral-\$1,500.00; Eagle Uniform & Supply Co-Vehicle Maintenance-Laundry-\$71.46; Edwards Communications-Prevention Program-Advertising-\$1,675.00; Fremont County Solid Waste-County Buildings-Dump Fees-\$11.40; Frimml, Cheri-County Attorney-Trial Witness-\$238.08; Frontier Ambulance LLC-Fremont County Ambulance-Ambulance Subsidy-\$151,875.33; Geotec Industrial Supply-Road Material Inventory-Inventory -\$60,128.22; Grainger-County Buildings Detention-Materials/Supplies -\$232.58; Gray, Matthew J-County Attorney-Trial Witness-\$969.41; Inberg-Miller Engineers-Road Construction-Sink's Canyon -\$2,248.00; J R Project Management LLC-LATC Program Grant-Project Management -\$3,750.00; Kone Inc.-County Buildings-Maintenance -\$1,433.43; Lander Valley Auto Parts-Vehicle Maintenance-Parts/Supplies -\$41.07; Lander Valley Sportsman's Association-County Sheriff-Range Dues-\$250.00; Meridian Psychological LLC-County Attorney-Witness Service-\$1,600.00; Mountain Dental PC-Detention Center-Inmate Medical-\$2,231.00; NMS Laboratories-County Coroner-Services-\$2,635.00; Norco Inc.-Segregated-Supplies -\$3,590.53; Normont Equipment Company-Vehicle Maintenance-Parts & Supplies -\$2,278.40; Northwest Emergency Physicians, Inc.-Detention Center-Inmate Medical-\$423.00; Office Shop Inc., The-Segregated-Lease/Service -\$340.17; O'Reilly Automotive Inc.-Vehicle Maintenance-Parts & Supplies -\$19.19; Peterbilt of Wyoming-Vehicle Maintenance-Parts -\$364.00; Post, Raymond-County Sheriff-Car Wash-\$65.71; Print Shop, The-County Sheriff-Office Supplies-\$625.00; Quill Corporation-Fremont County WIC-Supplies-\$12.89; R C Lock & Key-Vehicle Maintenance-Supplies & Services-\$131.95; RDO Equipment Company-Vehicle Maintenance-Parts/Supplies -\$124.45; Remote Satellite Systems-Search & Rescue-Satellite Service-\$74.00; Riverton Ranger, The-Support Services-Advertising-\$2,114.45; Rocky Mountain Power-County Buildings-Utility Service-\$1,234.22; Sagewest Health Care-Detention Center-Inmate Medical-\$4,542.62; Skaggs Companies Inc.-County Sheriff-Uniforms/Supplies -\$1,526.80; Smith Psychological Services-County Sheriff-Services-\$400.00; Sutherland Lumber Co.-Vehicle Maintenance-Supplies/Materials -\$91.97; Sylvestri Customization-Prevention Program-Website Design -\$1,900.00; Teton Pathology PC-County Coroner-Services-\$75.00; Traveling Computers-Computer Services-Internet Service-\$616.00; Tumbleweed Propane Inc.-County Buildings-Utility Service-\$247.97; T-Y Excavation Inc.-Road Construction-Contract Service-\$18,715.00; Union Telephone Company-Segregated-Cellphone Service-\$380.06; Windmill, LLC-Transportation-Contract Service-\$1,568.00; Wyoming Machinery Co-Vehicle Maintenance-Parts/Service-\$552.08; Wyoming Office Attorney General-24/7 Program-Program Fees-\$3,256.00.

The following Title 25 vouchers were presented: Wyoming Behavioral Institute in the amount of \$6,786.00 for three patients; SageWest Health Care in the amount of \$23,800.00 for eight patients; and Cloud Peak Counseling Center in the amount of \$3,250.00 for one patient. Clarence Thomas moved, Jennifer McCarty seconded, to accept the three Title 25 vouchers as presented. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Notice of MOVE funding Award letters and Agreement of Use of Economic Development Funds for Central Wyoming College Foundation, Fremont County Start-Up Challenge, \$90,000; Lander Housing Authority, Table Mountain Living Community, \$325,000; and Pertech Industries, Inc., New Service Line, \$50,000. (Lander Presents was forwarded to the following meeting). 2) United States Department of the Interior Bureau of Indian Affairs Assignment of Right-of-Way for 17 Mile Road (under review by Planning Department); 3) letter of appreciation to Kimber Tower for service on the Fremont County Planning Commission; and 4) Record of Proceedings. Clarence Thomas moved, Ron Fabrizius seconded, to approve the Agreement between Fremont County, Wyoming and Gaudern Construction, Inc. for the Fremont County Election Storage Building. Motion

carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to decline participating in the CGI Digital County Showcase Video Program. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve an Agreement between Fremont County and Precision Dirt Works, Inc. for the Crooks Gap – Cattle Guard Replacement Project. Motion carried unanimously. Mike Jones moved, Clarence Thomas seconded, to approve Resolution No. 2024-12 “Alteration of a Public Highway Right-of-Way” which will begin the process to alter and vacate the south “spur” road portion of County Road 112, Little Warm Spring Creek Road. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to appoint Steve Baumann as Viewer in the Alteration process of the “spur road” portion of Little Warm Spring Creek Road. Motion carried unanimously. Mike Jones moved, Clarence Thomas seconded, to publish a Notice of Alteration and Partial Vacation of the “spur road” portion of Little Warm Spring Creek Road and set the deadline for objections and claims for damages on April 22, 2024 at noon. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) Greater Sage Grouse Plan Memorandum of Understanding invoice for consultant assistance in which Fremont County committed to participating in with the Wyoming County Commissioners Association and other counties. Jennifer McCarty moved, Ron Fabrizius seconded, to approve the invoice of \$460.19 for consultant fees. Motion carried unanimously. 2) NEPA training following WCCA Board meeting in Saratoga. Vice-Chairman Mike Jones is the County’s board representative and will attend the first portion of the meeting and will stay for the last two days to attend the NEPA training. Chairman Larry Allen will attend the NEPA training as an alternate.

Adjutant for American Legion, Don Stough Post 33 Ken Persson, Sr. introduced Keith Trouwborst, Chair of the Post Monuments Committee, to discuss continued and special project upkeep for the Fremont County Veteran’s War Memorial located in the Courtyard. JR Oakley, Post member and prior Building Maintenance Supervisor, was also in the audience, along with current Building Maintenance Supervisor Mike Meeker. Vice-Chairman Jones, who had worked with the group in the past, recommended a line item in the Building Maintenance budget for ongoing maintenance projects and a separate funding source for special projects with a cost share built in. Oakley was requested to get firm prices for the projects recommended and report back.

Treasurer Jim Anderson requested LATC grant funding for a software subscription titled “AmpliFund Grant Seeker”. This will assist with tracking and managing grants across the entire organization at an initial cost of \$41,000 (implementation cost and first year subscription), then annual subscription rates of \$22,500. Freese expressed her frustration with who can apply and sign for grants, and felt that the Commissioners should be the only ones authorized to sign off on them. Chairman Allen asked Freese to develop a new Policy that all grant proposals must come before the Commissioners before submitting the application, as well as the steps to take.

A Public Hearing was held at 10:00 a.m., as advertised, to review any objections or claims for damages regarding the Petition to Amend a Publicly Dedicated Road to a Private Road within Painted Hills Corrective Re-Subdivision Lots 6-11, 16, 17 & 21, Lamb Drive and Tom Court. County Planning Department Supervisor Steve Baumann was present. Baumann had been selected as Viewer, and had submitted the report to the Board on March 5, 2024, stating “The Viewer recommends the approval of the Petition, reserving the access rights of the area landowners and permitting governmental agencies to retain access to the Road for performing essential public services as described in State Statute 24-3-101(c).” The comment period ended on March 18, 2024 and no written comments had been received, and Chairman Allen questioned the audience several times if there were any verbal comments, to which there was none. Mike Jones moved, Jennifer McCarty seconded, to approve Resolution No. 2024-11 “Amendment of a Publicly Dedicated Road to Private Road within Painted Hills Corrective Re-Subdivision Lots 6-11, 16, 17 & 21. Motion carried unanimously.

County Clerk Julie Freese reviewed budget process updates. She noted the Finance Committee will be scheduling a meeting in the near future. New legislation was enacted so that Wyoming Statute 22-29-401, Dissolution Procedures, now contains the following “a board of county commissioners may, by resolution, reinstate a district or cease dissolution procedures required under subsection (b) of this section, in accordance with the following.....”. This will pertain to the Commissioners’ earlier letter to the Wyoming Department of Audit asking that the County have the flexibility to not dissolve a District due to extenuating circumstances (School District #38 Recreation District). In closing, she asked the Commission to review their Memo that is sent out to all Elected Officials, Department Heads and Off-Line Boards annually regarding the budget picture and updates for FY 2024-2025.

County and Prosecuting Attorney Patrick LeBrun and Treatment Courts/Youth Services Executive Director Cassie Murray provided an update on Juvenile Delinquency and Youth Services sentencing matters.

In other business, Patrick LeBrun requested authorization to refill an entry level Secretary position at a salary not to exceed \$36,000. Jennifer McCarty moved, Mike Jones seconded, to approve refilling the position at the referenced salary. Motion carried unanimously.

Transportation Superintendent Billy Meeks stated the Federal engineer scheduled to join him was not available regarding the status of the Wiggins Fork Bridge on East Fork Road. Meeks stated the old bridge has been removed and two temporary culverts installed as a temporary bypass option. The project is behind schedule and the County Road receives a lot of traffic. He expressed concern that flooding could be an issue this spring. Chairman Allen and Meeks will participate in a conference call the following morning with the Federal Engineer to discuss the schedule delay and they will provide an update on the April 2<sup>nd</sup> meeting.

Mike Jones moved, Jennifer McCarty seconded, to adjourn into Executive Session regarding personnel. Present were Civil Attorney Nathan Maxon and County Clerk Julie Freese. Motion carried unanimously. Mike Jones moved, Clarence Thomas seconded, to return to Regular Session. Motion carried unanimously.

Commissioner meeting reports and concerns were given.

There being no further business, Clarence Thomas moved, Jennifer McCarty seconded, to adjourn the Regular Meeting at 12:10 p.m. and reconvene for a Regular Meeting at 9:00 a.m. on April 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