

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
MAY 5, 2020

OFFICIAL MINUTES

The Board of Fremont County Commissioners met in Regular Session at 9:00 a.m. with the following members present: Chairman Travis Becker, Vice-Chairman Larry Allen, Jennifer McCarty, Clarence Thomas and Michael Jones. (Commissioners Allen and Thomas and Chief Civil Deputy Attorney Jodi Darrough attended via GoToMeeting). Fremont County Clerk Julie A. Freese was present. Due to the Commissioner's March 16, 2020 declaration that all County Offices are to be closed to the public due to the COVID-19 crisis, all non-county agenda presenters were required to participate via the virtual site.

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

Jennifer McCarty moved, Mike Jones seconded, to approve the minutes of the Regular Meeting held April 21, 2020. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to accept the bills for payment. Abstaining from the motion was Chairman Travis Becker. Motion carried.

Bills are listed below in the following format: Vendor Name-Department-Description-Amount.

7th District Court-Payroll-Child Support-\$360.28-Ameda Inc-Public Health-Supplies-\$1896-American Family & Life Ins.-Segregated-Insurance-\$7839.01-Amerigas-County Buildings-Supplies-\$372.12-Amerigas Propane LP-County Buildings-Supplies-\$697.56-Aranow, Elizabeth-Operation Safeguard-Mileage Reimbursement-\$52.80-B & B Enterprises LLC-Planning-Signs & Supplies-\$48.72-B & T Fire Extinguishers Inc-Transportation-Extinguisher Services-\$900-Bailey Enterprises, Inc-Segregated-Fuel-\$9827.56-Bank Of The West-Segregated-Credit Card Charges-\$25,054.33-Bank Of The West-Sheriff's Office-\$58.01-Bank Of The West Acct Analysis-County Treasurer-Bank Charges-\$77.33-Bestul, Joey-Clerk Of District Court-Expense Reimbursement-\$34.80-Big Brothers Big Sisters Of NW WY-Tanf Grant-Reimbursement -\$4492.04-Big Horn Co-Operative-Transportation-Parts & Supplies-\$72.56-Black Hills Energy-County Buildings-Utility Service-\$7896.12-Blue Cross Blue Shield Of Wy-Co Admin-Health Ins Claims-\$336,417.51-Bob Barker Company, Inc-Detention Center-Inmate Supplies-\$695.14-Brown, Jennifer L.-Reimbursement -\$533-Calder, William-Public Health -Mileage Reimbursement-\$112-CDW Government, Inc-Segregated-Equipment & Supplies-\$269-Charms-Tex Inc-Detention Center-Inmate Supplies-\$104.90-Charter Communications-Detention Center-Services-\$215.68-Child Support Services/Ors-Payroll-Child Support-\$564-Clifford,Gregory MD -Detention Center-Inmate Medical-\$6649.-Coast To Coast Computer Products Inc-Segregated-Computer Supplies-\$1870.26-Colonial Life & Accident Ins-Segregated-Insurance-\$165.22-Communication Technologies Inc-County Sheriff-Equipment Repair -\$463.50-Cowboy Chemical Inc-Detention Center-Inmate Supplies-\$869.70-Dandelion Design Co.-Fremont County Wic-Supplies-\$145.-Davis, Robert-Support Services-Vital Registrar Services-\$50.-Dubois Telephone Exchange-Segregated-Telephone-\$681.60-E&F Towing And Recovery-County Sheriff-Towing Expenses-\$60.-Electrical Dynamics, Inc-Operation Safeguard-Services/Repairs-\$111.41-Frank, Darby-Operation Safeguard-Mileage Reimbursement-\$174.80-Fremont County School Dist #25-Youth Services-Program Meals-\$93.10-Fremont County Treasurer-Co Admin-Health Insurance-\$338,190.-Fremont County Treasurer-Co Admin-Withholding/Fica-\$200,036.74-Fremont County Treasurer-Co Admin-Section 125 Benefits-\$43,479.43-Fremont Orthopaedics PC-Detention Center-Inmate Medical-\$2484.-Gales Carpet One Floor & Home-County Buildings-Supplies-\$883.87-Gee, Brian-Public Health-Co Health Officer & Reimbursement-\$1712.-Gist, Cora L.-Clerk Of District Court-Reimburse Expenses-\$33.60-Grainger-County Buildings-Materials/Supplies -\$213.83-Great West Trust-Segregated-Wyoming Benefits-\$7160.-Groomsmith, Tauna-Prevention Program-Mileage Reimbursement-\$115.63-Gruber Technical Inc-Computer Services-Supplies-\$2019.84-HDR Engineering Inc-Transportation-Engineering-\$25,789.24-Healthsmart Benefit Solutions-Segregated-Insurance-\$1008.-Heller, Kayelene-Clerk Of District Court-Reimburse Expenses-\$37.20-Hilyard, Shannon-County Attorney-Reimburse Expenses-\$46.40-Holder, Philip-County Sheriff-Mileage Reimbursement-\$67.20-Injury Prevention Resources-Youth Services-Contractual Services-\$2970.-Inland Truck Parts Co.-Vehicle Maintenance-Repairs/Parts-\$112.-Juvinal, Michael-Transportation- Reimbursement-\$29.40-Kairos Communications /County 10-Segregated-County 10 Advertising-\$1350.-Kirkland, Jamey-Support Services-Vital Registrar Services-\$45.50-Kisling, Lisa-Public Defender-Public Defenders Rent-\$450.-Lander Medical Clinic PC-Detention Center-Inmate Medical-\$442.-Lander Valley Auto Parts-County Buildings -Parts / Supplies-\$10.58-Lazzari,Bailey-Public Defender-Public Defender Rent-\$450.-Lee, Kim-Operation Safeguard-Mileage Reimbursement-\$26.40-Leonard, Anthony G.-Detention Center-Inmate Medical Services-\$1312.50-Majdic,Thomas-County Treasurer-Reimburse Expenses-\$185.51-Master's Touch Llcc-County Assessor-Postage-\$12,647.49-Media Works, Inc-County Sheriff-Supplies -\$24.99-Medical Air Services Assoc., Inc-Health Benefit Plan-Air Ambulance Memberships -\$28,116.-Miller,Margaret-District Court-Gal Office Rent Monthly-\$150.-Moore, Christy L.-Detention Center-Inmate Uniform Repairs-\$230.-Mr D's Food Center Inc-Segregated-Supplies -\$298.42-National Business Systems Inc-County Treasurer-Prepaid Postage-\$2138.22-National Food Group Inc-Detention Center-Inmate Board-\$11,528.56-Natrona County Circuit Court-Segregated-Garnishments-\$139.79-Natrona County Sheriff-Detention Center-Inmate Housing -\$16,770.-New York Life Insurance-Segregated-Insurance-\$133.11-NMS Laboratories-County Coroner-Toxicology Services -

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\$1803.-Norco Inc-Transportation- Rental / Supplies-\$15.60-Northern Arapaho Child Support-Payroll-Child Support-\$598.78-Over, Ernest-Operation Safeguard-Mileage Reimbursement-\$12.80-Palace Pharmacy-Detention Center-Inmate Medical-\$10,216.79-Plainsman Printing & Supply -Clerk Of District Court-Printed Supplies-\$4866.07-Post And Associates-Detention Center-Employee Services-\$400.-Post, Raymond-Segregated-Car Wash-\$69.72-Power Toys Of Riverton-Search & Rescue-Supplies-\$44.99-Prestrud, Rebecca-Health Nurse-Mileage Reimbursement-\$220.20-Quadient Inc-County Sheriff-Postage Machine-\$118.88-Quill Corporation-Segregated- Office Supplies-\$327.55-R C Lock & Key-County Buildings-Keys,Supplies & Services-\$12.-R T Communications-Segregated-Telephone Services-\$548.63-Ratigan, Daniel, M.D.-Detention Center-P.A. Supervisor Contract-\$4675.-Richardson-Linville, Laura-Support Services-Vital Registrar Services-\$0.50-Riverton Physician Practices LLC-Detention Center-Drug Testing-\$453.-Riverton, City Of-County Buildings-Water/Sewer-\$826.29-Rock Creek Sewer & Drain-County Buildings-Building Maintenance-\$100.-Rocky Mountain Automatic Doors-County Buildings-Parts/Services-\$1400-Romero,Amy-Clerk Of District Court-Mileage Reimbursement-\$43.20-Safeway Inc-Detention Center-Inmate Medical-\$3574.69-Sagewest Health Care-Detention Center-Inmate Medical.-\$9658.67-Sanchez, Amanda-Clerk Of District Court-Expense Reimbursement-\$39.60-Secretary Of State-Segregated-Notary Fees-\$90.-Shirts & More Inc-Segregated-Decal /Window Covering-\$247.-Skaggs Companies, Inc-Detention Center-Uniforms/Supplies -\$613.85-Soule, Sierra-District Court-Gal Office Rent Monthly-\$150.-State Disbursement Unit-Payroll-Child Support-\$1066.25-State Of Wyoming, Public Defenders Offc-Public Defender- Public Defenders-\$1650.-Stock Doc,PC -County Sheriff-Contract Services-\$607.51-Stoudt, Sally A.-Youth Services-Notary Fee Reimbursement-\$30.-Strasser, Stacy-Operation Safeguard-Expense Reimbursement-\$155.90-Sweetwater County Sheriff-Detention Center-Inmate Housing-\$1365.-Sylvestri Customization-Prevention Program-Supplies-\$7675.-Sysco Montana Inc-Detention Center-Inmate Supplies-\$17,006.42-Tegeler & Associates-Detention Center-Services-\$50.-Terrance R. Martin PC-Public Defender-Public Defenders Rent-\$450.-Thompson, Codi S., RD-Detention Center-Contract Services-\$347.50-Total Net Salaries-Segregated-Salaries-\$655,676.55-Tweed's Wholesale Co-Operation Safeguard-Supplies-\$81.76-US Foods Inc-Detention Center-Inmate Supplies-\$15,907.97-Valley Lumber & Supply Co Inc-Operation Safeguard-Materials/Supplies -\$23.74-Weigel,Dominick Jr-Support Services-Vital Registrar Services-\$69.-Weld Pro LLC-Detention Facility Trust Fund-Welding Services-\$15,143.78-Western Printing, Inc-Segregated-Printed Supplies-\$1037.08-Whiting Law, P.C.-District Court-Professional Services-\$3487.50-Wilson, Debra-Support Services-Vital Registrar Services-\$1.50-Winsupply Of Riverton-County Buildings-Materials/Supplies-\$273.13-WY Brand Industries-Detention Center-Inmate Uniforms & Supplies-\$522-WY SDU-Payroll-Child Support-\$984.-Wyo Child Support Enforcement-Segregated-Child Support-\$806.-Wyo Dept Of Workforce Serv-Co Admin-Workers Comp-\$16,585.50-Wyoming Office Attorney General-24/7 Program-Program Fees-\$2930.-Wyoming Retirement System-Co Admin-Contributions-\$150,019.05-Wyoming.Com-Segregated-Internet Services-\$1074.12-

The following items in the Signature File were reviewed: 1) Abatement Summary cover page; 2) letter of appreciation to Steve Baumann for serving as Viewer in the Petition to Vacate a Publicly Dedicated Road known as College Farm Road; and 3) Record of Proceedings. Jennifer McCarty moved, Clarence Thomas seconded, to approve County Nurse Manager Becky Parkins' request to fill a State Nursing position recently vacated. Motion carried unanimously. Jennifer McCarty moved, Mike Jones seconded, to approve a Blue Cross Blue Shield COVID-19 Amendment to the Plan Document that will allow the stop loss carrier to pay related claims. Motion carried unanimously. Jennifer McCarty moved, Mike Jones seconded, to approve a Fremont County Bank of the West Credit Card Application for Kim Clementson with a limit of \$1,500. Motion carried unanimously. Jennifer McCarty moved, Mike Jones seconded, to approve an Application/Permit to Construct Access Driveway submitted by Bryan and Monica Davis for Tweed Lane Road. Motion carried unanimously. Jennifer McCarty moved, Mike Jones seconded, to approve a Modification of Grant or Agreement between the U.S. Forest Service and Fremont County Sheriff's Office for additional funding of \$7,200 and inclusion of the 2020 Annual Operating Plan. Motion carried unanimously. Jennifer McCarty moved, Mike Jones seconded, to approve a 2019-2020 Subaward Agreement between Fremont County and Volunteers of America Northern Rockies's Cooperative Agreement with the Office of Juvenile Justice and Delinquency Prevention Act. Motion carried unanimously.

The following items in the Priority Mail were addressed: 1) Department of Homeland Security, Federal Emergency Management Agency, document for Request for Public Assistance. Mike Jones moved, Jennifer McCarty seconded, to designate Emergency Management Coordinator Kathi Metzler as Primary Contact and County Nurse Manager Becky Parkins as Alternate. Motion carried unanimously. 2) James Gores and Associates letter regarding the Moneta-Lysite Road Shoulder Widening Project update on the financial status of the project, project communication and project timeline. Vice-Chairman Allen will continue working with Transportation Superintendent Billy Meeks regarding answers posed in the letter from the firm.

Nobody called in for the Public Comment segment of the meeting.

Chairman Travis Becker informed the Board of a recent Truck Driver vacancy for the Lander area. Jennifer McCarty moved, Mike Jones seconded, to approve refilling the position at a salary not to exceed \$33,472. Motion carried unanimously.

The 27 applications for the County Commissioners' Scholarships were reviewed and a weighted poll was taken. Jennifer McCarty moved, Mike Jones seconded, to designate the three applicants as Alexis Fontaine (Lander Valley High School); Madison Sanchez (Dubois High School) and Gaby Wall (Wind River High School); and to select the first, second and third alternates, respectively, as Madison Enos (Shoshoni High School); Jaylyn Gabrielsen (Riverton High School) and Emma Ramage (Shoshoni High School). Motion carried unanimously. The County Commissioners' Scholarship is in the amount of \$500 per semester and is in addition to the Hathaway merit scholarships and only valid at a Wyoming Community College or the University of Wyoming. The one renewal scholarship will be awarded later in June after spring grades are posted. The Commissioners expressed appreciation to all those applying and stated the selection is one of their hardest jobs as all the applicants are very deserving.

Commissioner Meeting Reports were given:

Fremont County Planning Director Steve Baumann presented a proposed plat for Big Diamond Subdivision. One adjoining landowner comment letter was addressed. The Fremont County Planning Commission recommended approval of the Big Diamond Subdivision, contingent upon a copy of the signed construction contract for the final 50' of road leading to Lot 4 is provided. Baumann noted that his review of the area the previous day indicated the road has been completed. Mike Jones moved, Jennifer McCarty seconded, to approve Big Diamond Subdivision. Motion carried unanimously.

In other business, Steve Baumann stated that he has been informed that John Falls is planning on a 20 plus subdivision on his property that encompasses part of Shoshone Lake Road.

Vehicle Maintenance Supervisor Brad Meredith presented a spreadsheet compiling the four bids opened on April 21, 2020 for the FY 2020-2021 oil products. Each bid contained pricing on ten products and the totals listed as follows:

NAPA	Valvoline	\$5,601.91
Dooley Oil	Shell	\$5,373.27
A & I Distributors	Citgo	\$5,109.16
A & I Distributors	Service Pro	\$4,077.65
Bailey Enterprises	Sinclair	\$3,914.80

He provided a final analysis of the current supplier, A & I Distributors, and stated his belief that other products may require reducing service intervals, thereby creating an increase in work load and possibly another mechanic. His final recommendation was to continue with A & I Distributors for the Citgo product currently being used by Fremont County. Commissioner Thomas expressed concern that A & I was out of State (Montana) and there could be a concern in the future with delivery issues related to the Coronavirus. Vice-Chairman Larry Allen stated Meredith is the expert in which oil product he would like to use, and the current supplier, A & I Distributors, has not had any issue with supplying Fremont County the product in the past. He further stated Meredith has done his research and he will go with his recommendation to continue with A & I for the next fiscal year. Commissioners McCarty and Jones concurred. Mike Bailey called in to express his concern that Sinclair products met all the specifications asked for in the bid document and that testing had not been done on the other suppliers which he felt was outside of the bid requirements. Mike Jones moved, Larry Allen seconded, to accept the Vehicle Maintenance Supervisor's recommendation to award the FY 2020-2021 oil product bid to A & I Distributors for the Citgo product. Voting against the motion: Travis Becker and Clarence Thomas. Motion carried.

Assessor Tara Berg and Deputy Treasurer Jim Anderson presented preliminary figures on assessed valuation and revenue projections. Treasurer Tom Majdic was present in the audience. Berg presented a spreadsheet indicating a County Assessed Total of \$421,357,371 and estimated State Assessed Valuation of \$213,491,784, for a total of \$634,849,155, a -0.0794 difference from 2019. Anderson stated property tax is currently on target and the last sales tax figures were pre-COVID-19 and recent numbers won't be available for several months. County Clerk Julie Freese stated she will get firmer figures to the Commissioners by their meeting but stressed there are no reserves to tap into this year, other than the Cash Reserve. She recommended any decisions on purchases through the Capital Revolving Fund be postponed until the end of the budget process this year and that this funding is from the Cash Reserve and may be needed to balance the budget.

Discussion was held on the comments received from all the Elected Officials and Department Heads on determining what Phase I - Return to Business with Public would entail. County Clerk Julie Freese had compiled all suggestions and they were discussed. Jennifer McCarty moved, Clarence Thomas seconded, to authorize purchases not to exceed \$800 for the COVID-19 related items. Motion carried unanimously.

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Further discussion will take place during the Commissioners regular meeting of May 12th to designate an opening date to the public.

County Clerk Julie Freese and Deputy Margy Irvine reviewed several Directives received from the Secretary of State regarding voting.

Mike Jones moved, Jennifer McCarty seconded, to adjourn into Executive Session for potential litigation with County Planner Steve Baumann and Transportation Superintendent Billy Meeks. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to return to Regular Session. Motion carried unanimously.

The Commissioners decided to spend the majority of the May 12th meeting to review budgets.

Mike Jones moved Jennifer McCarty seconded, to adjourn the meeting at 12:05 p.m. and reconvene for a Regular Meeting on May 12, 2020. Motion carried unanimously

A full detailed report and the official minutes are posted on Fremont County's website at www.fremontcountywy.org.

/s/ TRAVIS BECKER, CHAIRMAN
FREMONT COUNTY COMMISSIONERS

ATTEST:

/s/ JULIE A. FREESE, FREMONT COUNTY CLERK AND CLERK OF THE BOARD