

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
JANUARY 19, 2021

FULL DETAILED REPORT

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, and Mike Jones. Clarence Thomas joined by Zoom Meeting. County Clerk Julie A. Freese was present.

Larry Allen moved, Jennifer McCarty seconded, to approve the agenda as amended. Motion carried unanimously.

Larry Allen moved, Jennifer McCarty seconded, to approve the minutes of the Regular Meeting held on January 12, 2021 as amended. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to accept the bills for payment. Motion carried unanimously.

| <u>Vendor Name</u> | <u>Department</u> | <u>Description</u> | <u>Amount</u> |
|-------------------------------------|----------------------------------|-------------------------|---------------|
| Ace Hardware-Lander | Segregated | Materials/Supplies | \$330.67 |
| Ace Hardware-Riverton | Transportation | Materials/Supplies | \$34.19 |
| Airgas USA LLC | Vehicle Maintenance | Supplies | \$34.77 |
| Brandon W Johnson LLC | Prevention Program | Hospitality Books | \$350.00 |
| Burback's Refrigeration | PHEP COVID Response | Environmental Freezers | \$24,579.86 |
| C C & G, Inc | Harris Bridge Replacement | Materials/Services | \$73,743.91 |
| Carroll Septic Service | Transportation | Services | \$150.00 |
| Center of Hope | Federal Indirect Operating Grant | Charitable Allocation | \$30,000.00 |
| CenturyLink | Computer Services | Telephone Services | \$940.35 |
| Child Development Services | Federal Indirect Operating Grant | Charitable Allocation | \$29,836.97 |
| Communication Technologies Inc | Vehicle Maintenance | Equipment Repair | \$181.00 |
| Dealers Electrical Supply | Transportation | Supplies | \$178.21 |
| Eagle Uniform & Supply Co | Vehicle Maintenance | Laundry | \$78.52 |
| Eagles Hope Transitions | Federal Indirect Operating Grant | Charitable Allocation | \$7,435.00 |
| Eaton Sales & Service, LLC | Fuel Facility | Service/Parts/Materials | \$530.75 |
| Edwards Communications | Prevention Program | Radio Advertising | \$384.00 |
| Fahey, Penny | Health Promotion | Reimburse Expenses | \$80.46 |
| First Stop Help Center | Federal Indirect Operating Grant | Charitable Allocation | \$87,767.00 |
| Fremont Co Library Foundation | Federal Indirect Operating Grant | Charitable Allocation | \$15,576.06 |
| Fremont County Alliance | Federal Indirect Operating Grant | Charitable Allocation | \$129,608.14 |
| Fremont County Fair | Health Promotion | Wellness Reimbursements | \$300.00 |
| Fremont County Fire | Health Promotion | Wellness Reimbursement | \$900.00 |
| Fremont County Library System | Health Promotion | Wellness Reimbursements | \$300.00 |
| Fremont County Weed & Pest | Health Promotion | Wellness Reimbursements | \$1,320.00 |
| Friends of the Riverton Library | Federal Indirect Operating Grant | Charitable Allocation | \$5,036.00 |
| Help for Health | Federal Indirect Operating Grant | Charitable Allocation | \$109,218.95 |
| High Country Senior Citizens | Federal Indirect Operating Grant | Charitable Allocation | \$28,780.15 |
| High Plains Power, Inc | County Buildings | Utility Services | \$1,641.15 |
| Hunting With Heroes Wyoming | Federal Indirect Operating Grant | Charitable Allocation | \$20,000.00 |
| John Deere Financial | Transportation | Materials/Supplies | \$75.98 |
| Juvinall, Michael | Transportation | Reimbursement | \$140.00 |
| Kairos Communications | Prevention Program | County 10 Advertising | \$1,250.00 |
| Lander Cycling Club | Federal Indirect Operating Grant | Charitable Allocation | \$2,500.00 |
| Lander Library Friends Assoc. | Federal Indirect Operating Grant | Charitable Allocation | \$4,167.16 |
| Lander Medical Clinic PC | PHEP COVID Response | Testing | \$45,000.00 |
| Lander Pet Connection Inc | Federal Indirect Operating Grant | Charitable Allocation | \$35,000.00 |
| Lander Senior Citizens Center Inc | Federal Indirect Operating Grant | Charitable Allocation | \$12,552.02 |
| Lawson Products, Inc | Vehicle Maintenance | Parts & Supplies | \$218.72 |
| McKesson Medical Surgical Inc | Segregated | Medical Supplies | \$593.07 |
| Mountain Vista Retirement Residence | Federal Indirect Operating Grant | Charitable Allocation | \$45,000.00 |
| Muley Fanatic Foundation | Federal Indirect Operating Grant | Charitable Allocation | \$50,000.00 |
| Newark Element 14 | County Buildings Detention | Supplies | \$63.29 |
| Norco Inc | Transportation | Supplies | \$9.30 |
| Office Shop Inc, The | Computer Services | Copier Lease | \$1,376.00 |
| Pavillion, Town of | County Buildings | Water Utilities | \$112.50 |
| Paws for Life | Federal Indirect Operating Grant | Charitable Allocation | \$35,000.00 |
| Pioneer Pharmacy LLC | PHEP COVID Response | Tests | \$1,350.00 |
| Quill Corporation | Segregated | Office Supplies | \$304.07 |

County Commissioner Minutes
January 19, 2021

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| Riverton Ice Hockey Association | Federal Indirect Operating Grant | Charitable Allocation | \$10,000.00 |
| Riverton Raiders | Federal Indirect Operating Grant | Charitable Allocation | \$10,000.00 |
| Riverton Senior Citizens | Federal Indirect Operating Grant | Charitable Allocation | \$12,141.50 |
| Riverton Youth Soccer Association | Federal Indirect Operating Grant | Charitable Allocation | \$20,000.00 |
| Rocky Mountain Power | County Buildings | Utilities | \$1,156.77 |
| Roemer Industries, Inc | PHEP COVID Response | Services | \$2,201.36 |
| Segregated | Health Promotion | Wellness Reimbursement | \$3,672.00 |
| Shoshoni Activities Association | Federal Indirect Operating Grant | Charitable Allocation | \$1,827.00 |
| Shoshoni Senior Center Inc | Federal Indirect Operating Grant | Charitable Allocation | \$45,159.37 |
| Sources of Strength Inc | Prevention Program | Training | \$5,000.00 |
| Stephenson Custom Case Company | PHEP COVID Response | Management Station | \$3,548.00 |
| The Center for Popular Research | Federal Indirect Operating Grant | Charitable Allocation | \$2,580.00 |
| Traveling Computers | Computer Services | Telephone Services | \$422.75 |
| T-Y Excavation Inc | Transportation | Road Maintenance | \$8,557.23 |
| Union Telephone Company | Segregated | Cellphones | \$543.83 |
| Verizon Wireless | Segregated | Cellphones | \$606.67 |
| VFW Popo Agie Post 954 | Federal Indirect Operating Grant | Charitable Allocation | \$19,836.23 |
| West Payment Center | District Court | Library Plan Services | \$73.22 |
| Western Printing, Inc | County Assessor | Printed Supplies | \$312.06 |
| White Heart Foundation | Federal Indirect Operating Grant | Charitable Allocation | \$55,000.00 |
| Wind River Heritage Center | Federal Indirect Operating Grant | Charitable Allocation | \$30,000.00 |
| Winsupply of Riverton | Transportation | Materials/Supplies | \$10.40 |
| WY Dept of Transportation | Vehicle Maintenance | Services | \$10.00 |
| WY Public Health Laboratory | Public Health | Lab Fees/Supplies | \$166.00 |
| Wyoming Dept of Transportation | Segregated | WYDOT Fuel | \$1,791.20 |
| Wyoming Financial Insurance | Segregated | Notary Bonds | \$150.00 |

Larry Allen moved, Jennifer McCarty seconded, to approve a Title XXV payment to Cloud Peak Counseling Service in the amount of \$975.00. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to approve the chairman signing the State Historic Preservation Annual Report. Motion carried unanimously.

There were no action items in the Priority Mail.

There was nobody for the Public Comment period.

JR Oakley, Building Maintenance Supervisor, discussed the Detention Facility Security Upgrade project and presented three contracts, all of which had been reviewed by Jodi Darrough, Chief Civil Deputy Attorney. Mike Jones moved, Jennifer McCarty seconded, to approve the contract between Fremont County Government and Tri-Star Detention, Inc. to furnish and install forty-three RR Brink Corridor sliding door mechanisms and sixty RR Brink Corridor/cell sliding door mechanisms in the Fremont County Detention Center in the amount of \$968,475. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a contract between Fremont County Government and Stanley Convergent Security Solutions to furnish and install the replacement/upgrade of the PLC, server, commander clients, touchscreens, intercom and video cameras and all associated equipment in the Fremont County Detention Center in the amount of \$367,200. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve the Agreement between Fremont County Government and API Systems Integrators to furnish and install the replacement/upgrade of the notifier AFP-1010 fire alarm control panel located in the Fremont County Detention Center in the amount of \$29,800. Motion carried unanimously.

Transportation Superintendent Billy Meeks and HKM DOWL Engineer, Kasey Jones were present to discuss the Moneta-Lysite Shoulder Widening Project. Jones reported that a 1- year warranty was received from R.S. Bennett and was effective from the date of the substantial completion. Two extended warranties were also obtained from the contractor due to modifications to the cattle guards and grates. These warranties are effective from Dec 4, 2020 for two years. Larry Allen moved, Jennifer McCarty seconded to accept a one year warranty from the date of substantial completion for the Moneta-Lysite Road Shoulder Widening Project and a two year extended warranty for the cattle guard bases, which warrants against cracking or other structural damage to the pre-cast concrete cattle guard bases caused by field modifications consisting of removal of concrete to facilitate grating installation, with any necessary repairs being made promptly by R.S. Bennett Construction Company, Inc. Motion carried unanimously. Jennifer McCarty moved, Larry Allen seconded, to sign the Certificate of Final Completion of the Moneta-Lysite Road Shoulder Widening Project as presented by R.S. Bennett Construction

Company, Inc. as of December 4, 2020. Motion carried unanimously. Meeks stated that the \$75,072.29 held in retainage will now be released to R.S. Bennett Construction Company, Inc.

Billy Meeks also stated that since the Willow Creek Slide Project was also complete, the retainage in the amount of \$119,100.70 will be released to High Country Construction, Inc. He reported that the company contracted to crush gravel in the Lander North Fork Road area had crushed more gravel than the contract was for. The additional gravel is needed on other roads in the Lander area (list submitted of 10 roads) and Meeks asked the Commissioners to approve an additional \$71,875 from the 1% Infrastructure budget. Commissioner Jones questioned why the County couldn't purchase the gravel as needed instead of purchasing it at this time. Meeks stated there is no discount by paying for the gravel now; however, it would definitely be used within the next year. Larry Allen moved, Jennifer McCarty seconded, to approve the purchase of the excess gravel not to exceed \$72,000. Motion carried unanimously.

A Public Hearing was held at 9:30 a.m., as advertised, on Unanticipated Revenues. County Clerk Julie Freese and Financial Specialist Michelle Neuenschwander were present. Freese recapped the discussion from the January 12, 2021 meeting stating the Wyoming Office of State Lands and Investment Board had provided Charitable Relief Funding for Non Profit organizations to be delegated by the Board of County Commissioners. Hearings on the applications were held during the January 12, 2021 meeting and non-profits were awarded this money. The budget hearing details the entities and amount of money they were awarded through this process. Jennifer McCarty moved, Larry Allen seconded, to approve Resolution No. 2021-05 "FY 2020-2021 Budget Amendment No. 6". Motion carried unanimously. Freese proceeded to provide a preliminary budget hearing on Unanticipated Revenue for some COVID funding for Public Health. The information will be advertised for a budget hearing on February 2nd.

Museum Director Scott Goetz presented his quarterly department report. The newsletter list has grown to 1,800 subscriptions monthly. Exhibits are being worked on as they do every year during this time period. Each site is working on their 2021 programming schedules. They intend on having 60-70 programs but they will have to squeeze them into a smaller timeframe. 1st and 2nd quarters visitation compared to 2020 is slower than normal. Revenue is not all "that shiny" for the most part. Goetz distributed a revenue comparison that indicated the Riverton and Dubois Museums are about where they were last year. Riverton has received more donations and Lander is taking the hardest hit due to lack of visitation and therefore less revenue. Generally speaking, however, the revenue projections are not as bad as he had projected. They have installed a new iron sign replacing the wood sign at the Lander Museum. This will save costs on upkeep and they will finish the rock work on that sign this spring. Americlean has disinfected all three museums again and hopes to have money to continue repeat in the future. County Clerk Julie Freese stated that the Building Maintenance Supervisor, JR Oakley, had been successful in getting a sanitizing machine and additional funding to sanitize the buildings into the future and it was suggested that he meet with Oakley on how this may help save the Museum money.

Jennifer McCarty moved, Larry Allen seconded, to adjourn into Executive Session for potential litigation. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to return to regular session. Motion carried unanimously.

Commissioner Meeting Reports were given:

Commissioner Clarence Thomas: Reported that the Intertribal Council has approved a resolution in support of taking several County Roads back into the Tribal Road Inventory.

Vice-Chairman Larry Allen: Attended the monthly Fremont County Fair Board meeting. They are reviewing bylaws and are also asking the livestock sale, show and royalty committees update their rules. The Rodeo Committee is now going through the Friends of the Fair, who were able to secure \$42,000 in Endurance Money under the CARES Act. He has worked on an RFP for Ambulance services and has also been working with the hospital regarding following procedures for the call out for Emergency through dispatch.

County Assessor Tara Berg, County Treasurer Jim Anderson and County Clerk Julie Freese were present for a budget work session. The purpose of this work session was to review how the assessed value and revenues were looking and to prepare for the upcoming budget session. Assessor Berg presented a handout of all of the values that make up the county's assessed valuation with a history since 2012. She stated that Agricultural lands will be up a little as well as residential land, especially in Dubois and Lander, due to a large increase in sales, many of which paid in cash. Although the Riverton area has seen sales, the prices are more stable. Commercial land has a potential to increase and this is a concern based on COVID issues causing a downturn in the commercial economy. The Industrial line on the chart includes

all oil and gas assessments. Burlington Resources information received a discount last year and they have not been fully functional until December of 2020. Berg does not expect any significant changes either way for them this year. Devon Energies have sold to Denbury. Berg also has not seen paperwork on the tribal purchase of Circle Ridge. The local assessed numbers will be down about 10% which should mean about a 5% county decrease. There are still a lot of variables to consider to be able to give a better projection. Berg has seen several large 501(C)3's purchasing property and wanting exemptions. These are still under review by the Assessor but will play into the full picture later. So at this time, projecting a 6% decrease in the overall assessed value which means approximately \$500,000 revenue reduction.

Treasurer Jim Anderson presented a new spreadsheet that he started this year. Each page is its own separate revenue. The spreadsheet lists the last three years of data to show cash flow. Vehicle Registrations—Last year he projected \$990,000 and looking at the trend this year he might project \$1,112,000. Property tax—the county is looking to get almost what he projected. Projected was \$6,689,956 and could now be \$6,665,000. Sales tax which is the 4% shared with us by the state. This fund was projected at \$2,390,002. Anderson stated he thought this fund would take a dive and it never did. Jim now believes it to be projected at \$4,858,000. Severance Tax—based on a formula by the State (the State shares a portion of this with counties). The General Fund was projected to see \$398,000 and Jim still expects this amount. Direct Assistance—these funds are figured by the legislature and until the session is over, the county will not know if there is any more money that will be taken out of this fund. Jim is projecting the same amount if it is left alone. Gasoline Tax—This revenue funds the transportation funds and it is down from \$805,000 to \$757,000. Special fuels-also funds roads funds and looks to be the same. 1% optional road infrastructure account is estimated at \$2.9 Million and he expects about \$3.7 Million if the spending stays the same. To recap all revenues by stating that it looks like they will be close to what we expected and maybe slightly higher. The County Finance team relies heavily on CREG report and WCCA's diligent work with the legislature.

County Clerk Freese asked how the Commissioners wished to proceed with the budget process this year based on these very preliminary reports of revenues. Chairman Becker stated that budget hearings were non-existent this fiscal year and felt strongly that the Commission needs to go back to budget hearings for the next fiscal year to which fellow board members agreed. The message to departments for now will be that their budgets should be "status quo" but if something is really needed or required, the departments are to present this in their budget request. The board also wants to get applications for Capital Revolving items as needed and the committee and commission will determine what they can spend, if anything. Freese stated that she will prepare to start budget hearings in April, which means budget packets will go out mid-February with to be returned in early April. She will review Wyoming Retirement changes and worker's compensation rates before the packets go out. Health Insurance is unknown at this time, but the health committee will discuss the health of the plan and present potential changes. The board also asked that the committee look at whether the Wellness contract should continue and report this to the commissioners.

Commissioner Reports continued:

Commissioner Mike Jones: The Detention Center has experienced a few major repairs/replacements and the Building Supervisor decided to replace the dryer instead of putting more money in repairs. Building Supervisor JR Oakley has met with the Realtor selected to sell the county buildings and he expects a market analysis in a few weeks. The Buildings Department is finalizing the work on the generator in the Public Health Nursing Office in Riverton. He attended the Solid Waste meeting and stated they are working on the Shoshoni site which is set to close January 21, 2021. Mike Adams who was the Vice-Chairman is now the Chairman and Mark Moxley is serving as the Vice-Chairman after serving as the Chairman. The Fremont County Solid Waste Board has had conversations with Teton County about carcass disposal options which could bring in a little revenue. Currently Teton County is using Sweetwater County for these disposals.

Chairman Travis Becker: Has had a conversation with the Bureau of Land Management locally as they are already concerned with drought. They have reported that the range lands are very dry.

County Assessor Tara Berg joined the meeting to report that she has a vacancy for a field appraiser and requested approval to replace this position. Mike Jones moved, Larry Allen seconded, to approve the replacement of an Assessor employee not to exceed \$33,000. Motion carried unanimously.

Larry Allen moved, Mike Jones seconded, to adjourn the meeting at 10:55 a.m. and reconvene for a Regular Meeting on February 2, 2021. Motion carried unanimously

County Commissioner Minutes
January 19, 2021

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

/s/ TRAVIS BECKER, CHAIRMAN
FREMONT COUNTY COMMISSIONERS

ATTEST:

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