

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
FEBRUARY 7, 2023

FULL DETAILED REPORT

The Board of Fremont County Commissioners convened in Regular Session at 9:00 a.m. with the following members present: Chairman Larry Allen, Vice-Chairman Michael Jones, Clarence Thomas and Ron Fabrizius. Commissioner Jennifer McCarty was absent. County Clerk Julie A. Freese was present.

Mike Jones moved, Clarence Thomas seconded, to approve the Agenda as presented. Motion carried unanimously.

Mike Jones moved, Clarence Thomas seconded, to approve the minutes of the January 24, 2023 meeting as presented. Motion carried unanimously.

Clarence Thomas moved, Mike Jones seconded, to accept the bills as presented. Motion carried unanimously.

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
307 Shredding LLC	Detention Center	Services	\$187.50
A & I Distributors	Vehicle Maintenance	Parts/Materials	\$2,773.69
Airgas USA LLC	Vehicle Maintenance	Supplies	\$71.76
Albright, Harold	Planning	Reimbursement	\$84.00
American Family & Life Insurance	Segregated	Insurance	\$5,623.19
Amerigas	County Buildings	Supplies	\$1,306.70
Apex Surveying, Inc.	Transportation Project	Engineer Riverview Cutoff	\$2,365.92
Axon Enterprise Inc.	ARPA Program Grant	Supplies	\$88,200.00
Bailey Enterprises, Inc.	Inventory	Bulk Fuel	\$44,036.08
Bailey Enterprises, Inc.	Transportation	Vehicle Fuel	\$757.47
Big Horn Co-Operative	Transportation	Parts & Supplies	\$123.38
Big Horn Tire, Inc.	Vehicle Maintenance	Vehicle Tires	\$1,642.88
Black Hills Energy	County Buildings	Utility Service	\$15,575.17
Blue Cross Blue Shield of WY	Co Admin	Health Insurance Claims	\$271,007.60
Bull's Service & Towing LLC	Search & Rescue	Vehicle Fuel	\$103.48
California State Disbursement	Payroll	Child Support	\$603.75
Capital Business Systems, Inc.	Covid 19 Grant	Supplies & Service	\$74.16
Clifford, Gregory P. MD PC	Detention Center	Inmate Medical	\$1,019.00
Cloud Peak Counseling Center	Health & Welfare	Title 25	\$1,950.00
Colonial Life & Accident Insurance	Segregated	Insurance	\$699.07
Cowboy Chemical, Inc.	Detention Center	Laundry & Kitchen Supply	\$699.30
Docusign, Inc.	LATC Program Grant	Docusign Services	\$4,800.00
Dowl LLC	Road Construction	Surface Management Plan	\$4,062.50
Dubois Telephone Exchange	County Sheriff	Telephone	\$1,282.20
Eaton Sales & Service, LLC	Fuel Facility	Service/Parts	\$313.00
Electrical Dynamics, Inc.	Transportation	Services/Repairs	\$466.76
Empower Trust	Segregated	Wyoming Benefits	\$7,335.00
Fabrizius, Ron	County Commission	Expense Reimbursement	\$361.19
Floyd's Truck Center WY	Vehicle Maintenance	Parts	\$1,582.20
Fremont Counseling-Lander	Health & Welfare	Title 25	\$2,700.00
Fremont County Solid Waste	County Buildings	Dump Fees	\$113.80
Fremont County Treasurer	Co Admin	Health Insurance	\$345,834.00
Fremont County Treasurer	Co Admin	Section 125 Benefits	\$38,598.02
Fremont Motors - Lander	Vehicle Maintenance	Parts/Supplies	\$377.97
Gee, Brian	Detention Center	Medical Services	\$5,580.00
Healthsmart Benefit Solutions	Segregated	Insurance	\$768.00
Inberg-Miller Engineers	Road Construction	Striping & Delineator Project	\$623.50
Juvinall, Michael	Transportation	Expense Reimbursement	\$229.99
Kessler, Douglas E	Planning	Expense Reimbursement	\$29.50
Kisling, Lisa	Public Defender	Rent	\$600.00
Lander Medical Clinic PC	Detention Center	Inmate Medical	\$2,861.95
Lawson Products, Inc.	Vehicle Maintenance	Parts & Supplies	\$671.15
Lowe, Sara	County Sheriff	Reimburse Expenses	\$57.00
Marino, Christina	Detention Center	Repairs	\$49.00
Medow, Aubrey	Planning	Expense Reimbursement	\$37.50
Miller, Margaret	District Court	Rent	\$300.00
Miller, Michael L.	County Sheriff	Reimburse Expenses	\$237.50
Mountain West Towing LLC	Abandoned Vehicles	Vehicle Towing	\$962.00
Mr. D's Food Center, Inc.	Segregated	Supplies	\$404.27

National Food Group, Inc.	Detention Center	Inmate Board	\$10,949.10
Natrona County Circuit Court	Payroll	Garnishment	\$252.27
New York Life Insurance	Segregated	Insurance	\$133.11
Novo Benefits	Health Benefit Plan	Insurance Services	\$5,410.59
Office Shop Inc, The	Agriculture Department	Repair/Service	\$26.57
O'Reilly Automotive, Inc.	County Buildings Detention	Parts & Supplies	\$4.75
Palace Pharmacy	Detention Center	Inmate Rx's	\$3,104.39
Payroll Taxes	Co Admin	Withholding/FICA	\$201,441.43
Peterbilt of Wyoming	Vehicle Maintenance	Parts	\$331.93
Post, Raymond	County Sheriff	Car Wash	\$27.92
Print Shop, The	Emergency Management	Office Supplies	\$158.00
R T Communications	Dispatch Center	Telephone Services	\$444.11
Reading Asset LLC	Vehicle Maintenance	Parts	\$298.65
Riverton, City of	County Buildings	Water/Sewer	\$801.91
Rocky Mountain Applicators, Inc	ARPA Program Grant	Courthouse Roof	\$81,670.00
Sagewest Health Care	Detention Center	Inmate Medical	\$4,131.63
Secretary of State	Segregated	Notary Fee	\$240.00
Skaggs Companies, Inc.	County Sheriff	Uniforms/Supplies	\$712.85
Smith Psychological Services	Dispatch Center	Services	\$400.00
Soule, Sierra	District Court	Court Appointment/Rent	\$1,800.00
State Disbursement Unit	Payroll	Child Support	\$986.25
State of Wyoming	Public Defender	Office Rent	\$1,650.00
Sweetwater Aire LLC	County Buildings	Supplies/Parts/Repair	\$3,418.86
Terrance R. Martin PC	District Court	Court Appointment/Rent	\$2,467.50
Total Net Salaries	Segregated	Salaries	\$667,430.83
Tower, Kimber	Planning	Expense Reimbursement	\$31.50
Traveling Computers	Covid 19 Grant	Office Equipment	\$1,472.94
Trehearne, Troy	County Sheriff	Reimburse Expenses	\$56.75
University of Utah	Detention Center	Inmate Medical	\$363.13
University of Wyoming	Agriculture Department	Salary Reimbursement	\$2,694.00
Whiting Law, P.C.	District Court	Court Appointment	\$660.00
Wind River Towing	Segregated	Vehicle Towing	\$588.00
WY Brand Industries	Detention Center	Uniforms & Supplies	\$2,878.96
WY Dept of Employment	Segregated	Unemployment Claims	\$3,091.00
WY SDU	Payroll	Child Support	\$880.00
Wyo Child Support Enforcement	Segregated	Child Support	\$850.00
Wyo Dept of Workforce Services	Co Admin	Workers Comp	\$28,132.66
Wyoming Behavioral Institute	Health & Welfare	Title 25	\$8,294.00
Wyoming Machinery, Co	Segregated	Parts & Service	\$19,818.13
Wyoming Retirement System	Co Admin	Contributions	\$156,916.85

Clarence Thomas moved, Mike Jones seconded, to accept a voucher from Wyoming Behavioral Institute in the amount of \$2,262.00 for Title 25 patients. Motion carried unanimously.

Museum Director Scott Goetz discussed a Right-of-Way Easement for Rocky Mountain Power for the Pioneer Museum. He stated the Museum Board has been working with OtterSpace LLC to place EV Charging units at each of the three Museums and this Easement is required so the power company can install the needed electric service for the charging station. The units will be placed and maintained at no cost to the Pioneer Museum and will be serviced by OtterSpace for a period of ten years. The Museum Board feels the units will benefit the Pioneer Museum by increasing visitation and self-generated revenue while people take the 30-40 minutes to charge their vehicles, thereby creating a positive economic impact to Fremont County. Mike Jones moved, Ron Fabrizius seconded, to approve the Rocky Mountain Power Right-of-Way Easement as presented. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Abatement Summary cover page; and 2) Record of Proceedings. Mike Jones moved, Clarence Thomas seconded, to approve a Bank of the West Credit Card Application for Kirsten Kenney (Coroner's Office) with a credit limit of \$2,500. Motion carried unanimously. Mike Jones moved, Clarence Thomas seconded, to approve a Memorandum of Understanding between the Wyoming County Commissioners Association and Counties Serving as Cooperating Agencies in the Bureau of Land Management's Effort to Revise the Greater Sage Grouse Plan. Motion carried unanimously. Vice-Chairman Jones stated the MOU involves the retainage of two firms to advise them in technical, scientific and policy matters related to the GRSG management process and there is funding from the Federal Natural Resources Policy Account for 80% of the consulting fees with the Counties to pay an equal share to total 20%. Mike Jones moved, Clarence Thomas seconded, to approve a Contract between NOVO Benefits, LLC and Fremont County for Health Benefits Consulting Services through December 31, 2023 for a total cost of \$64,927.08 which is an agreed upon 3% increase for the second year. Motion carried unanimously. A NOVO Benefits Statement of Transparency (Attachment A) was also approved.

The following items in the Priority Mail were reviewed: Emergency Management Coordinator Milan Vinich had submitted the 2023 Fremont County Government Sandbag Policy for approval. Chairman Larry Allen noted it is the same Policy as previous years stating during surface flooding, no more than 200 unfilled bags will be given to one address at a time with a 500 bag maximum and during an actual flood event, no more than 500 unfilled bags will be given to one address with a 1,000 bag maximum. There is also a list of businesses that will fill the bags, as those needing sandbags must provide their own sand or fill material. Wind River Intertribal Council Department of Transportation Planner Winslow Friday had requested communication with the Commissioners following the last meeting between the two governments regarding road topics. Chairman Allen will reply to Mr. Winslow's request. The Wyoming Department of Health Notice of Decision for the EMS Regionalization Pilot Project Grant for Fremont County was acknowledged, for an amount of \$1,000,000. Vice-Chairman Jones had written the grant application and thanked Representative Larsen for his assistance and he stated the project would purchase an ambulance for Fremont County's fleet to provide ground ambulance to reduce the amount of medical flights in Fremont County for 24/7 availability for non-emergent transfers to trauma centers. The Contract between Fremont County and JR Project Management LLC, earlier presented, was now complete with the addition of the Certificate of Liability Insurance. Mike Jones moved, Clarence Thomas seconded, to approve the Contract as presented. Motion carried unanimously.

There was nobody present for the Public Comment period.

Brian Young, University of Wyoming Impact 307, was present to review the status of the three 2022 Fremont County Start Up Challenge winners. He is also requesting funding for 2023 through the MOVE Committee and stated the necessity that CWC Foundation make the application, their only role, as UW and Impact 307 cannot directly solicit funds. All the funding received is funneled to the Challenge winners and their goal this year is to increase seed funding to \$75,000. The seed money minimizes the initial financial burden to start a company and helps insure success. Young proceeded to review the three successful applicants for 2022: 1) Locker Cabinets, Eric Locker; 2) Cottonwood Wool, Alicia Rux and 3) High Country Fungus, Daniel Stewart. He mentors them on a regular basis and is happy to report they are all doing well and among the three of them, have added five full time jobs. The MOVE Committee will be reviewing the applications within the next several weeks.

Fremont County Planning Department Supervisor Steve Baumann stated that with the successful recording of the Quit Claim Deed to the City of Lander for the Tweed Lane Road within the City Limits, the next procedural matter is to formally vacate that portion of Tweed Lane Road that was conveyed. Resolution No. 2023-03 was reviewed, stating the Board of Fremont County Commissioners have decided to vacate a portion of Tween Lane right-of-way because all right, title and interest in that section have been transferred to the City of Lander. It further set a 45-day period for all objections to be filed in writing before noon on the 24th day of March, 2023 or such road will be vacated without reference to such objections. A public hearing will be held on April 4th to review any objections received. Mike Jones moved, Ron Fabrizius seconded, to approve Resolution No. 2023-03 and advertise accordingly. Motion carried unanimously.

In other business, Steve Baumann updated the Board on the Wind and Solar Energy Facility Siting Regulations, which had received two sets of Public Comments and reviewed during the public hearing on January 24, 2023. He had earlier presented the Planning Department responses to the comments from High Plains Power and Ecoplexus Inc. They were again presented to the Commission with each comment and response, and incorporated where necessary into a second set of draft Regulations with the proposed changes highlighted. He stated the fee for the application will be \$2,000 plus \$200 per each megawatt of designed power being permitted. The Deputy County Attorney has reviewed the changes made and stated they were De minimus and another comment period was not necessary. As a result, he will return the following meeting with the final set of Regulations and a Resolution adopting them.

Fair and Rodeo Manager Pat Hart updated the Board on an immediate need for an on demand water heater for the Little Wind Center (former 4-H Lunchroom). The current one is 15 years old and is having major problems and a new one will cost \$3,500. She is worried their current budget is not sufficient for the unforeseen purchase and asked for recommendations on how to proceed with the purchase. Chairman Larry Allen had asked her to report her concerns today and suggested having her pay out of the Fair budget and monitor it and infuse if needed, or fund with ARPA monies. Mike Jones moved, Clarence Thomas seconded, to approve the Fair purchase of the water heater within their budget and the County would infuse if necessary prior to the end of the fiscal year. Motion carried unanimously. Hart stated they had compiled a report of building usage since 2019 and that numbers show they have tripled

since then. Vice-Chairman Mike Jones thanked Pat for the great job she is doing as Fair Manager for Fremont County and she acknowledged the great staff she has that makes it possible.

Meeting reports were given.

County Clerk Julie Freese stated she was late arriving at the Commission meeting this morning as she was testifying before the Corporations Committee on election items.

Vice-Chairman Mike Jones had met with former Building Maintenance Supervisor, and now contractual employee, J.R. Oakley, the previous day to review the ARPA #1 projects he had planned for the Courthouse. Two projects, the Evaporator (\$10,000) and Old Handicap Ramp (\$25,000) have been put on hold due to supply chain and labor issues, and he noted the immediate need for carpeting and furniture for the District Court Courtrooms, at an estimated cost of \$35,000. Mike Jones moved, Clarence Thomas seconded, to switch out the projects and proceed with carpeting and furniture for the District Court Courtrooms. Motion carried unanimously.

Chairman Larry Allen has been meeting with Fair Manager Pat Hart regarding her proposed projects for either ARPA or LATC funding. He met with Emergency Management Coordinator Milan Vinich and stated Fremont County has 25,000 sandbags and FEMA has 75,000. He recommended he try to locate between 25,000 and 50,000 additional bags for Fremont County. He reiterated that Vinich is working with both Tribes to determine the amount they have on hand as well.

County Clerk Julie Freese reviewed the ArcaSearch proposal to annually upload service of the County's digital Commissioner Records and Election Abstract Result images. The price for creation of new PDFs to the research site is \$0.55/per image and Setup for the creation of new PDFs to the research site is \$250. The cost would be split between the Commissioner and Election budgets. Mike Jones moved, Clarence Thomas seconded, to approve the ArcaSearch proposal for annual uploads. Motion carried unanimously.

A work session was held to review the ARPA #2 and LATC project applications. County Clerk Julie Freese and Treasurer Jim Anderson joined the Commissioners to make up the Committee to review the applications. Fremont County Fair Manager Pat Hart was present in the audience and answered questions related to their project submissions. She stated the application for a tractor was of immediate importance and noted a tractor is in stock for \$99,600 and being held for them. This is a 2019 tractor with minimal hours and they are offering a three-year warranty and is less than the original amount requested. The current 2001 Massey Ferguson could then be placed in the County surplus auction. Mike Jones moved, Ron Fabrizius seconded, to approve ARPA #2 funding of \$99,600 for purchase of a tractor for the Fairgrounds. Voting against the motion: Clarence Thomas. Motion carried. All projects were then reviewed and placed in either ARPA #2 or LATC columns and will now be prioritized by each Commissioner for review at the following meeting.

Clarence Thomas moved, Mike Jones seconded, to adjourn into Executive Session with Treasurer Jim Anderson regarding personnel. Motion carried unanimously. Mike Jones moved, Clarence Thomas seconded, to adjourn into Regular Session. Motion carried unanimously.

There being no further business, Mike Jones moved, Clarence Thomas seconded, to adjourn the Regular meeting at 12:30 p.m. and reconvene for a Regular Meeting at 9:00 a.m. on February 14, 2023. 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 You Tube (Fremont County WY Government).

/s/ LARRY ALLEN, CHAIRMAN
FREMONT COUNTY COMMISSIONERS

ATTEST:

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