

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
FEBRUARY 18, 2020

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, Michael Jones, Jennifer McCarty and Clarence Thomas. Fremont County Clerk Julie Freese and Chief Civil Deputy Attorney Jodi Darrough were present.

Jennifer McCarty moved, Clarence Thomas seconded, to approve the agenda as amended. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomas seconded, to approve the minutes of the Regular Meeting held on February 11, 2020. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomas seconded, to accept the bills for payment. Chairman Travis Becker abstained from voting on The Print Shop voucher. Motion carried unanimously.

Clarence Thomas moved, Larry Allen seconded, to accept a voucher from Natrona County Legal Department in the amount of \$3,740.00 for Title 25 patients. Motion carried unanimously.

The following items in the Signature File were addressed: 1) letter of appreciation to Treatment Court Director and Staff for renewal of three year CARF Accreditation; and 2) Record of Proceedings. Jennifer McCarty moved, Clarence Thomas seconded, to approve a letter of support to Volunteers of America Northern Rockies to provide Substance Abuse Treatment Services for fiscal year 2020. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) Governor Gordon’s letter indicating approval of the County’s request for Federal Natural Resource Policy Account funding of \$50,000 to update Fremont County’s Natural Resource Management Plan. 2) Larry Allen moved, Mike Jones seconded, to concur with the Transportation Superintendent and Vehicle Maintenance Supervisor to not repair a damaged 2008 GMC Pickup and place in an upcoming County auction. Motion carried unanimously. 3) Larry Allen moved, Jennifer McCarty seconded, to ratify a letter to the State Lands and Investments Board certifying the Fremont County Fire Protection District currently exists as part of the requirements for the Federal Mineral Royalty Capital Construction Account Grant application for a new fire hall in Crowheart. Motion carried unanimously.

There was nobody present for the Public Comment period.

Fremont County Sheriff Ryan Lee, Detention Supervisor Rick Filman and Building Maintenance Supervisor J.R. Oakley reviewed two quotes for the Detention Center 16 bunkbed fabrication project as follows: Weld Pro, LLC \$15,143.78 and Downey Welding \$15,776.78. County staff will help with labor assistance and touch up painting and photos were distributed showing what the fabricated beds would look like, which meet industry standards. Surplus mattresses donated by the Wyoming Department of Corrections are available for the cots which will be used for the most part in the women’s pods. Oakley stated there is funding within the Detention Trust Fund for the project and he reviewed other projects on his five year plan, stating this project would not impede them. He expects the installation to take one to two days and will work around the Detention schedule. Larry Allen moved, Clarence Thomas seconded, to accept the quote from Weld Pro, LLC in the amount of \$15,143.78 for labor and materials to fabricate 16 bunkbeds for the Detention Center. Motion carried unanimously.

Public Health Nurse Supervisor Becky Parkins provided a January update. There were 222 off site visits and 181 on site visits (54 in Lander and 127 in Riverton). She reviewed a recent fake report on Facebook regarding Coronavirus in Fremont County and the efforts that took place to properly inform the media it was not true. She stated the most updated and correct information can be accessed by checking the Wyoming Department of Health website and further confirmed that at present time, there are no cases in Wyoming. The State nurse position vacancy is being advertised at that level for a Maternal Child Health and Immunization Nurse. Today there is an AIC Clinic in the Riverton Office and plans are to hold one in both Lander and Dubois in the future. In conjunction with the Clinic they are offering pre-diabetes resources and

County Commissioners Meeting
February 18, 2020

educational materials. Flu cases were higher in December than January, and reports are now increasing again. She reiterated their office is out of vaccine but there are still supplies at all the local pharmacies and the best plan to avoid the flu is to thoroughly wash hands and stay home if ill. The Prevention Program is going very well and there was a conference on behavioral substance abuse recently. There has been a lot of media work on suicide prevention efforts. Chairman Becker stated the Commission is very happy that the majority of funding is going into programs and he recommended the same budget scenario be set for the next biennium state funding. Parkins presented a WYFI Participation Agreement between Fremont County and Wyoming Department of Health that had just been received following edits as requested by the Chief Civil Deputy. The Center for Medicare and Medicaid's intent is to provide a healthier Wyoming by developing a statewide, secured, connected and coordinated health information technology system that supports effective and efficient healthcare. The Commissioners took the Agreement under advisement to give them time to review the document and will act on it at their March 3rd meeting.

The Commissioners acknowledged receipt of five RFP's for updating Fremont County's Land Use Plan. They will all come up with criteria they wish to review by the March 3rd meeting, and then a work session will be scheduled on March 10th to review the applicants and make a selection of three firms to interview on March 24th.

Commission meeting reports were given:

Commissioner Clarence Thomas referenced recent discussion with the Hines Family in Fort Washakie who have donated a parcel of land for a new fire hall; however, the tribal right-of-way process is impeding the transfer. He referenced action taken the previous meeting to approve a Resolution in support of the Fire Protection District's application for a grant for a new fire hall in Crowheart. Chairman Becker stated the adequate easements are necessary before any grant application can be made to the State Lands and Investments Board.

Vice-Chairman Larry Allen, along with Chairman Travis Becker and Commissioners Jennifer McCarty and Mike Jones, attended the Wyoming County Commissioners Association Legislative Meeting in Cheyenne. He felt the meeting was very beneficial and referenced the WCCA Legislative Priority list that was prepared for their information.

Commissioner Jennifer McCarty concurred with Vice-Chairman Allen regarding the benefits of attending the WCCA Legislative Conference.

Commissioner Mike Jones stated the Library Board has scheduled a Special Meeting for the following day to open boiler bids. He stated that the Mineral Royalty Grant Account was stripped of funding during the legislative session; however, there are efforts to reinstate it. He will be attending a meeting at the Wyoming Life Resource Center later in the day for the Wind River Outdoor Recreation Collaboration where local interest groups will meet and begin planning.

Chairman Travis Becker stated the MRG grant model funding depletion will have serious impacts to the Counties as it has currently funded a WCCA grant for Wyolink costs. As a result, Fremont County could be billed between \$300,000 - \$400,000 if the grant funding is not replaced.

Vice-Chairman Allen reviewed a draft comment letter to DEQ on the Aethon (Moneta Divide) Proposed Discharge Permit. Mike Jones moved, Jennifer McCarty seconded, to submit the comment letter as drafted. Motion carried unanimously.

County Clerk Julie Freese stated there is a bill in front of the Revenue Committee that she has requested WCCA oppose regarding lien filing. The election code clean up bill has found itself in an amendment that could prove troublesome.

Financial Assistant Joe Felix and Building Maintenance Supervisor J.R. Oakley were present to review the grant application to the State Lands and Investments Board for \$750,000 with a matching local County match for the Detention Facility Security Upgrade project. The County's match will be from the Capital Revolving Fund (\$400,000) and Detention Facility Trust Fund (\$350,000) for the \$1.4 million project. Larry Allen moved, Mike Jones seconded, to approve Resolution No. 2020-06 "Authorizing submission of a Federal Mineral Royalty Capital Construction Account Grant Application to the State Land and Investment Board for the purpose of a Detention Facility Security Upgrade." Motion carried unanimously. Commissioner Jones

expressed appreciation to Felix and Oakley for working on a very short time line to complete the grant application by the Thursday deadline. The grant awards will be made in June and Chairman Becker stated he would plan to attend to show support.

Wyoming State Trails Program Regional Supervisor Josh Milek and Program Manager Forrest Kamminga were present to request the Commission consider updating Resolution 2006-11 by adding several roads to the list that sets forth County roads that are opened to off-road vehicle use. Transportation Superintendent Billy Meeks, Lander Crew Chief Clyde Winchester and Administrative Assistant Jill Johnson were present in the audience. Milek had earlier submitted maps with the additional highlighted road names he recommended be added to the off-road system. The men noted the Town of Dubois had enrolled all their streets into the ORV Program. Discussion of speed limits was held; however, Chief Civil Deputy Darrough stated any restrictions placed upon the Roads would have to follow a rule making process involving public hearings. Commissioner Thomas questioned whether the County would be liable for upkeep on the designated roads to which Darrough responded it would not be required but would be a good idea. Commissioner McCarty asked that the Atlantic City and South Pass areas be examined closely as these areas receive high impact and people are at a loss regarding the road designations. Milek reiterated his intention to simplify the Roads and that since the original 2006 Resolution was approved, the State Trails Program now can officially re-enroll the designated ORV roads in their trails program. A State MOU would be required along with an updated County Resolution. In closing, Chairman Becker asked the men to work with the Transportation Department to determine what additional names should be added to the ORV road list and then look at presenting the information to the public.

Fremont County Fair Board Chairman Bryan Warner and Vice-Chair Brandon Haun were present to discuss the vacant Fair Director position. Present in the audience were Fair Board members Teri Long-Cash, Scott Walters, Kassie Holdren, Amanda Slack and Alan Sinner, Fair Board Office Manager Pat Hart and Grounds Supervisor Rick Wilmes. Warner stated that with the recent resignation of Fair Manager Barney Cosner, the Fair Board recommends promoting Fair Office Manager Pat Hart to the Director position at an annual salary of \$62,500. He referenced her background along with letters of support. She has over 10 years of experience and has been taking on more responsibilities for the Fair each year and has the Fair Board's full support for the promotion. They recommend combining Hart's current Office and Marketing Manager responsibilities with the Fair Director title. This combination of duties will result in a cost savings of over \$40,000 per year in the salary line item. The Commissioners discussed the fact that County Department Heads are making \$60,000 with the exception of the IT Department which may be problematic as all are county employees. Chairman Becker requested assurances that they will not be back at a later time asking for another position after combining the Office, Marketing Manager and Fair Director positions into one. They stated some of the Office Manager duties will be delegated to the Administrative Assistant position and they felt that the two positions would be adequate to perform all the necessary job requirements. As there is adequate funding for the salary requested for Ms. Hart, Clarence Thomas moved, Larry Allen seconded, to accept the Fair Board's recommendation to promote Pat Hart to the Manager/Fair Director position at an annual salary of \$62,500. Voting against the motion: Travis Becker. Motion carried. Haun referenced several projects they would like put to use with the \$40,000 salary savings; however, following review of the projects, Chairman Becker asked that this discussion be continued into the upcoming budget session. County Clerk Julie Freese stated all Off Line Boards are required to meet with her Department prior to their budget hearing with the Commissioners and she further stated she would be happy to attend a Fair Board meeting to begin the process. At this time, Warner introduced Pat Hart to the Board as the new Manager/Fair Director and the Commissioners welcomed her. She reviewed the duties that would be taken from her job description and placed with the newly titled Administrative Assistant position, formerly Office Assistant, and recommended a compensation adjustment for that position to \$16.50/hr. County Clerk Julie Freese asked them to make sure the new duties for the Administrative Assistant position are in line with the SOC designation and associated salary range. Hart further requested an adjustment for the Grounds Supervisor position to \$17.50/hour. Building Maintenance Supervisor J.R. Oakley was present in the audience and informed the Board the Grounds Supervisor, Rick Wilmes, is a crucial asset to his department and stated he currently plows snow at the other County office buildings. The Commissioners were in agreement to postpone any additional salary adjustments to the new budget year.

AMR Operations Manager Diane Lane presented a January report of all ambulance calls indicating the time they were notified by Dispatch to time the unit arrived on scene. She stated the acceptable response time is 10 minutes in town and 20 minutes further out; however, their overall rate is 7.5 minutes in town and 13-15 minutes further out. She highlighted the incidents on the report that were out of this time frame and indicated the reason (distance, directions/unable to locate, weather). They try to keep the call 10 minutes

or less on scene. Lane noted Dubois calls are not reported in the response time averages due to distance issues. At this time, Advanced Life Support (ALS) is needed in Dubois. Building Maintenance Supervisor J.R. Oakley was present in the audience and noted there were no building issues at this time. Status of rigs was discussed and she stated MS-5 will be repaired and back in service next week and MS-72 is scheduled for repair due to damages when it bottomed out on some rocks and damaged the 4 wheel drive. Radios are mostly all in service and the AMR Supervisor is researching an outright purchase vs. the County's current option of leasing. Vice-Chairman Allen stated the necessity of the Dispatch Supervisor being in the conversation to ensure new radios will be compatible with the County's system. Deputy County Attorney Darrough is working on the contract for Title 25 transports. In closing, Lane noted they are short staffed, which is an issue state-wide.

Former Fremont County Fair Executive Director Barney Cosner was present for his requested exit interview, which he had requested be open to the public. His resignation was effective February 10, 2020 after ten years as the Director. His resignation letter stated the following was completed during his tenure: fiscal responsibility, strengthening of the annual fair operations and providing a solid base for the future of the fair, improving fair facilities, and through the efforts of dedicated staff, these goals were achieved. He proceeded to state several "what if" scenarios, mainly centered around the responsibility of the County Commission appointed liaisons to individual boards. He defended his salary (\$66,000), as related to previous discussion regarding the salary of the newly appointed Fair Manager and her salary, and noted there was little room for increases with the County's revenue situation and he had only received incremental cost of living adjustments during his 10 year tenure. In closing, he emphatically stated he would put the current staff against any staff in the state in regards to experience. The Commissioners thanked him for his comments and wished him well in future endeavors.

Riverton Library Branch Manager Shari Haskins was present and stated she also serves as the Manager for the Dubois Branch by working there one day per week. Present in the audience was Lander Branch Manager Anita Marple and Library Board Vice-Chair Terry Hafner. In October of 2019, the Library Board agreed to change a Library Assistant II position to Adult Lead Librarian, with associated compensation, in lieu of not rehiring a full-time Dubois Manager. The former Library Director's vision was for the salary adjustment to take place in the new budget year; however, Commissioner Mike Jones, liaison to the Library Board, stated County Clerk Julie Freese, Financial Assistant Joe Felix and himself had reviewed the budget and felt the salary savings this budget year were adequate to fund the increase salary at this time as the \$1.5/hour adjustment would result in an additional \$3,000/year. This would further not impact next year's budget. The job description for the Adult Lead position is in place and the employee is currently doing the additional duties. Mike Jones moved, Clarence Thomas seconded, to approve the increase in pay for the Adult Lead Librarian position in Dubois from \$15.59 to \$17.00/hour, effective February 1, 2020. Motion carried unanimously.

Union Wireless Site Development representative Tyler Tholl was joined by Transportation Superintendent Billy Meeks and County Planner Steve Bauman to discuss the final Communication Site Lease for Lost Wells South. The 90' x 90' parcel of land is located inside the County gravel pit site and a 16' utility easement from a public utility to the site. Union Wireless will, during its construction of the power service to the prosed leased area, extend the conduit to the entrance gate of the gravel pit as Fremont County may have the ability to set up service for their operation. It is also understood by both parties that the access road to the pit may change over time, may be graded, lowered in elevation, or moved. Fremont County will ensure that any future grading or alteration of the road will be 8' away from the Union Telephone leased area, so as not to affect the foundation of the tower structure. The County, pending any alterations to the road, will continue to provide an adequate route of ingress and egress to Union's Lost Wells Butte Communication Facility. Rent for the site is \$6,000/year for five years, and automatically renew for five additional terms of five years. Another on-site visit was held in the morning and no issues reported with the agreement terms and Deputy County Attorney Darrough expressed appreciation to the company for making her requested changes. Larry Allen moved, Jennifer McCarty seconded, to approve the Communication Site Lease on Lost Wells South as presented. Motion carried unanimously.

Commissioner Clarence Thomas was absent from the remainder of the meeting.

Transportation Superintendent Billy Meeks stated interviews have been held for the vacant Operator position and a candidate selected. Larry Allen moved, Jennifer McCarty seconded, to approve the new hire pending drug testing requirements. Motion carried unanimously. Meeks informed the Board on a recent resignation of a Truck Driver in the Riverton area. Larry Allen moved, Jennifer McCarty seconded, to approve

County Commissioners Meeting
February 18, 2020

filling the position at a salary of \$33,472 with a previous applicant, pending drug testing requirements. Motion carried unanimously.

In other business, Billy Meeks stated the roads in the Jeffrey City area have been hammered with snow and high winds, some of which are seven to nine feet high. They are doing their best to keep them open but this continues to be an ongoing issue.

Interviews were held with Perry Cook, Pepper Ottman and Donald Newton for a 1 ½ year term vacancy on the Fremont County Library Board. Mike Jones moved, Jennifer McCarty seconded, to appoint Donald Newton to the vacant term. Motion carried unanimously.

Commissioner Mike Jones was absent from the remainder of the meeting.

An interview was held with Steve Palmer for a five month term vacancy on the Fremont County Planning Commission. Larry Allen moved, Jennifer McCarty seconded, to appoint Steve Palmer to the vacancy. Motion carried unanimously.

Treasurer Tom Majdic, Assessor Tara Berg and Accounts Payable clerk Carla Thomas were present to review a Sage West Health Care voucher previously approved by the commission. There are some factors that the group needed to review and will get on the agenda in March to discuss it in better detail. In the interim, they recommended that the commission adjust their motion to pay the bills to remove the payment to Sage West Health Care. Larry Allen moved, Jennifer McCarty seconded, to remove the voucher to Sage West Health Care in the amount of \$263,229.06 for payment. Motion carried unanimously.

Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 3:10 p.m. and reconvene for a Regular Meeting on March 3, 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