

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
MARCH 3, 2020

### **FULL DETAILED REPORT**

The Board of Fremont County Commissioners met in Regular Session at 9:00 a.m. with the following members present: Vice-Chairman Larry Allen, Michael Jones and Clarence Thomas. Chairman Travis Becker and Jennifer McCarty were absent. Fremont County Clerk Deputy Margy Irvine and Chief Civil Deputy Attorney Jodi Darrough were present.

Clarence Thomas moved, Mike Jones seconded, to approve the agenda as amended. Motion carried unanimously.

Clarence Thomas moved, Mike Jones seconded, to approve the minutes of the Regular Meeting held on February 18, 2020. Motion carried unanimously.

Clarence Thomas moved, Mike Jones seconded, to accept the bills for payment. Motion carried unanimously.

<u>Name</u>	<u>Department</u>	<u>Description</u>	<u>Total Cost</u>
A & I Distributors	Vehicle Maintenance	Oil/Fluids	\$477.40
Ace Hardware Riverton	County Buildings	Materials/Supplies	\$64.33
Albright, Harold	Planning	Reimburse Expenses	\$67.20
Allen, Larry	County Commission	Reimburse Expenses	\$3,369.60
American Family & Life Ins.	Segregated	Insurance	\$8,125.14
Amerigas	County Buildings	Propane	\$403.12
API Systems Integrators	County Buildings Detention	Services	\$1,100.00
B & B Enterprises LLC	Planning	Signs/Supplies	\$154.35
Bailey Enterprises, Inc	Inventory	Fuel	\$21,079.79
Bar D Signs Inc.	Simpson Lake Lodge Restoration	Sign Creation	\$325.00
Becker, Travis	County Commission	Reimburse Expenses	\$562.42
Black Hills Energy	Segregated	Utility Service	\$10,572.87
Blue Cross Blue Shield of WY	Co Admin	Health Ins Claims	\$387,221.14
Carquest Auto Parts	Vehicle Maintenance	Parts/Supplies	\$18.45
Casper Fire Extinguisher Service	County Buildings Detention	Test And Certification	\$250.50
CenturyLink	Segregated	Telephone	\$2,018.63
Charter Communications	Detention Center	Internet	\$215.68
Child Support Services/ORS	Payroll	Child Support	\$564.00
Colonial Life & Accident Insurance	Segregated	Insurance	\$165.22
County of Weld	County Attorney	Service Fee	\$28.00
Division of Criminal Investigation	Youth Services	Background Check	\$39.00
DOWL LLC	Willow Creek	Engineering Services	\$10,455.00
Dubois Telephone Exchange	Segregated	Telephone	\$681.00
Eaton Sales & Service, LLC	Fuel Facility	Parts/Supplies	\$985.25
Edwards Communications	Prevention Program	Advertising	\$2,909.00
ESRI	Segregated	ArcGIS Maintenance	\$10,600.00
F.C. Group Homes Inc	Youth Services	Non Service Detention	\$1,128.00
Fremont Broadcasting	Prevention Program	Advertising	\$1,109.00
Fremont County Cattlewomen	Agriculture Department	Catering Farm & Ranch Days	\$2,550.00
Fremont County School District #25	Youth Services	Program Meals	\$230.30
Fremont County Treasurer	Co Admin	Health Insurance	\$336,904.00
Fremont County Treasurer	Co Admin	Withholding/FICA	\$196,231.97
Fremont County Treasurer	Co Admin	Section 125 Benefits	\$43,483.59
Gee, Brian	Segregated	County Health Officer	\$1,400.00
Globalstar USA	Search & Rescue	Satellite Phone	\$185.00
Grainger	County Buildings Detention	Materials/Supplies	\$69.60
Great West Trust	Segregated	Wyoming Benefits	\$5,795.00
Groomsmith, Tauna	Prevention Program	Reimburse Expenses	\$185.67
Healthsmart Benefit Solutions	Segregated	Insurance	\$992.00
Injury Prevention Resources	Detention Center	Inmate Monitoring	\$135.00
Iworq Systems Inc	Transportation	Service Agreement	\$5,400.00
Kairos Communications /County 10	Diabetes Program	County 10 Advertising	\$200.00
Kisling, Lisa	Public Defender	Office Rent	\$450.00
Lazzari, Bailey	Public Defender	Office Rent	\$450.00
Lyles, Jesse	County Sheriff	Reimburse Expenses	\$87.20
McKesson Medical Surgical Inc	Segregated	Medical Supplies	\$2,378.22

County Commissioners Meeting  
March 3, 2020

Mid Amer Research Chemical	Segregated	Supplies	\$192.15
Miller, Margaret	District Court	GAL Office Rent	\$150.00
Napa Auto Parts Riverton	Transportation	Parts/Supplies	\$395.98
National Business Systems Inc	County Treasurer	Postcards	\$664.42
Natrona County Attorney	Health & Welfare	Title 25 Services	\$3,740.00
Natrona County Circuit Court	Segregated	Garnishments	\$139.79
Neopost USA Inc	County Sheriff	Postage Machine Meter	\$29.72
New York Life Insurance	Segregated	Insurance	\$133.11
NMS Laboratories	County Coroner	Toxicology Services	\$1,990.00
Noble Medical, Inc	County Sheriff	Drug Testing Supplies	\$596.85
Northern Arapaho Child Support	Payroll	Child Support	\$598.78
Office Shop Inc, The	Agriculture Department	Service Agreement	\$152.11
Post, Raymond	County Buildings	Car Wash	\$30.00
Quality Tire Company	Segregated	Fleet Tires	\$1,731.20
Quill Corporation	Segregated	Office Supplies	\$1,298.64
R T Communications	Segregated	Telephone Services	\$538.03
Reed's Moghaun Office Supply	County Clerk	Office Supplies	\$24.75
Remote Satellite Systems	Search & Rescue	Equipment	\$56.00
Riverton Ranger, Inc	Agriculture Department	Subscription	\$65.00
Rocky Mountain Boilers Inc	County Buildings	Services/Materials	\$3,445.00
Secretary of State	Detention Center	Notary Fee	\$30.00
Shirts & More Inc	Youth Services	Office Supplies	\$26.00
Snider, Yvonne	Sheriff Victim Services	Reimburse Expenses	\$168.00
Soule, Sierra	District Court	GAL Office Rent	\$150.00
State Disbursement Unit	Payroll	Child Support	\$1,066.25
State of Wyoming Public Defenders Office	Public Defender	Office Rent	\$1,650.00
Strasser, Stacy	Youth Services	Reimburse Expenses	\$21.00
Stroupe Pest Control Inc	County Buildings	Pest Control	\$115.00
Tegeler & Associates	Detention Center	Notary Bond	\$50.00
Terrance R. Martin PC	Public Defender	Office Rent	\$450.00
Total Net Salaries	Segregated	Salaries	\$641,539.94
Traveling Computers	Computer Services	Supplies/Services	\$2,260.00
Tyler Technologies Inc	Capital Asset Acquisitions	Executime Implementation	\$7,232.75
US Dept of Education	Segregated	Garnishments	\$406.72
Valley Lumber & Supply Co Inc	Segregated	Materials/Supplies	\$75.32
Verizon Wireless	Segregated	Cellphones	\$339.34
W C & P A A	County Attorney	Membership Dues	\$700.00
West Payment Center	District Court	Library Plan	\$73.22
Western Printing, Inc	Segregated	Printed Supplies	\$1,044.45
Wheeler, Hayley	County Clerk	Reimburse Expenses	\$20.00
Whiting Law, P.C.	District Court	Professional Services	\$1,320.00
WY SDU	Payroll	Child Support	\$984.00
Wyo Child Support Enforcement	Segregated	Child Support	\$806.00
Wyo Dept of Workforce Services	Co Admin	Workers Comp	\$16,336.00
Wyoming Machinery Co	Transportation	Parts	\$850.88
Wyoming Retirement System	Co Admin	Contributions	\$148,682.00
Wyoming.com	Segregated	Internet	\$1,074.12

Clarence Thomas moved, Mike Jones seconded, to accept a voucher from Wyoming Behavioral Institute in the amount of \$12,064.00 for Title 25 patients. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Sympathy Cards; and 2) Record of Proceedings. Clarence Thomas moved, Mike Jones seconded, to approve an Agreement between the Fremont County Library System, by and through its Board of Trustees, and Rocky Mountain Boiler, Inc. for replacement of one boiler and condensate system for the Riverton Branch. Motion carried unanimously. Clarence Thomas moved, Mike Jones seconded, to approve an Application/Permit to Construct Access Driveway from Bryan & Martha Warner for 8 Mile Road. Motion carried unanimously. Clarence Thomas moved, Mike Jones seconded, to approve a License for New Construction of Utility Crossing or Encroachment submitted by Mark Huffstetler for Dirt Road. Motion carried unanimously. Clarence Thomas moved, Mike Jones seconded, to approve a License for New Construction of Utility Crossing or Encroachment from Black Hills Wyoming Gas LLC for Bear Den Trail. Motion carried unanimously. Clarence Thomas moved, Mike Jones seconded, to approve a License for New Construction of Utility Crossing or Encroachment from Black Hills Wyoming Gas LLC for West Sunset Drive. Motion carried unanimously. Clarence Thomas moved, Mike Jones seconded, to approve a WIFI Participation Agreement between Fremont County and Wyoming Department of Health,

County Commissioners Meeting  
March 3, 2020

Division of Healthcare Financing, Wyoming Frontier Information (WYFI). Motion carried unanimously. Clarence Thomas moved, Mike Jones seconded, to approve Resolution No. 2020-07 "Vacation of a Portion of Grandview Lane #2". Motion carried unanimously. Clarence Thomas moved, Mike Jones seconded, to approve an Application for 24 Hour Malt Beverage Permit for Robin Brock d/b/a Lovey's Country Kitchen for March 17, 2020. Motion carried unanimously. Receipt of the \$25 fee was acknowledged. Clarence Thomas moved, Mike Jones seconded, to approve an Application for 24 Hour Malt Beverage Permit for the 1838 Rendezvous Association for July 1, 2020 through July 5, 2020 at the Rendezvous site. Motion carried unanimously. Receipt of the \$125 fee was acknowledged.

The following items in the Priority Mail were reviewed: 1) Grandview Estates Road Vacation letter indicating adjoining landowner was withdrawing their prior approval and Deputy Civil Attorney's reply regarding road vacation effective April 23, 2019; 2) BLM News Release "BLM Lander seeks input on Green Mountain vegetation management plan (forwarded to Fremont County Recreation Commission); and 3) Fremont County Weed and Pest announcement of Fremont County Grasshopper meeting scheduled for March 13<sup>th</sup>.

There was nobody present for the Public Comment period.

Fremont County Central Museums Director Scott Goetz informed the Board of a vacancy for the Collection Manager position at the Dubois Museum. Mike Jones moved, Clarence Thomas seconded, to authorize refilling the full time position at an annual salary of \$29,000 with benefits. Motion carried unanimously. Commissioner Jones concurred with Goetz that the employee resigning was a standout employee and he also expressed concern that the Coronavirus scare may hamper tourism this year.

A Public Hearing was held at 9:30 a.m., as advertised, regarding Retail Liquor License Application renewals. Sheriff Lee was present in the audience and stated there are no areas of concern with any of the establishments and further stated the Alcohol Compliance checks for 2019 resulted in no infractions. Mike Jones moved, Clarence Thomas seconded, to approve the Retail Liquor License Application renewals for the Fremont County License Year April 15, 2020 through April 14, 2021 as follows: 3 Spear Ranch LLC d/b/a 3 Spear Ranch; Atlantic City Mercantile, Inc. d/b/a Atlantic City Mercantile; Bruce & Karen Davidson d/b/a B & K Shoreline Stop; Jolly Rich's Marina, Inc. d/b/a Boysen Marina & Campground; BL Property LLC d/b/a Brooks Lake Lodge; Crooked Creek Meadow Operation LLC d/b/a Crooked Creek Guest Ranch; LA Enterprises, Inc. d/b/a The Kinnear Store; Poverty Hill North LLC d/b/a Lava Mountain Lodge; AJ Halmay & Associates US Inc., d/b/a Lazy L & B Ranch; Line Shack LLC d/b/a The Line Shack; Greg Rochlitz d/b/a Lou's Midvale Store; Miners Grubstake LLC d/b/a Miners Grubstake; Paul's Mobile Home Service, Inc. d/b/a PMS Fireworks & More; Rezeride, Inc. d/b/a Rezeride Roadhouse; Isebel R. Hiatt d/b/a Split Rock Bar & Café and Wind River Watering Hole LLC d/b/a Triangle C Ranch. Motion carried unanimously.

Commissioner meeting reports were given.

Commissioner Clarence Thomas stated there are Homeland Security grants available for Courthouse Security issues and Fremont County should look into them. He also stated that the Commission, as a governmental entity, should be proactive instead of reactive to Coronavirus concerns. Public Health Nurse Supervisor Becky Parkins will be invited to the following meeting to begin discussion on bringing entities together for this reason.

Commissioner Mike Jones stated several of the Fremont County Library Board members are currently interviewing candidates for the Director position. The Building Maintenance Department has been dealing with clogged sewer issues throughout several buildings. Several years ago a pressure regulator was installed on the water tank for the Detention Center and he felt this alone has reduced almost 70% of past issues. He expressed kudos to this Department for being proactive.

County Assessor Tara Berg and Deputy Treasurer Jim Anderson continued discussion on a Sage West Health Care letter regarding their 2019 Property Tax Payment. The agreement when the County hospitals sold was that they would be reimbursed 75% of the total cost for treatment of indigent patients, using the Medicare methodology, and said reimbursement would not exceed the amount of the Sage West Health Care's property tax liability. A spreadsheet of properties and associated taxes was distributed for review, which also showed property tax paid on some of the properties via a mortgage. The matter was tabled pending further review into the issue.

County Commissioners Meeting  
March 3, 2020

Fremont County Planning Supervisor Steve Baumann distributed a Mustang Meadows Subdivision Lots 27, 28, 29 & 30 Replat. This Subdivision is located approximately 1.5 miles northwest of Dubois on the north side of Highway 26. The purpose of the Replat is to correct the ownership line to show the home and driveway at 32 Mustang Drive, as all on Lots 27 and 28. Currently the driveway and some of the southeast corner of the home are on Lot 29, owned by another landowner. Clarence Thomas moved, Mike Jones seconded, to accept the Fremont County Planning Commission's recommendation to approve the Mustang Meadows Subdivision Lots 27, 28, 29 & 30 Replat. Motion carried unanimously.

County Planner Steve Baumann presented a Reidsborro Subdivision Replat. This is a two lot Simple Subdivision located near the end of North Fork Road, northwest of Lander. The proposed Replat intends to take a 30' wide strip of land along the south boundary of Lot 1 and add it into Lot 2, the purpose of which is to provide access to public land to the east for Lot 2. Clarence Thomas moved, Mike Jones seconded, to accept the Fremont County Planning Commission's recommendation to approve the Reidsborro Subdivision Replat. Motion carried unanimously.

In another matter, County Planner Steve Baumann presented a Petition to Vacate a Publicly Dedicated Road known as College Farm Road No. 441 (aka Field Station Road). Present in the audience were Thomas R. Laurion, Katherine Firchow (partners in Old Orchard LLC) and Gary Hatle of Apex Surveying, Inc. The current road traverses the Old Orchard property and the intent is for the entire road to be vacated to the bridge as it will no longer be necessary because a new public road and utility rights-of-way easements are being acquired to provide at least the same use and benefit as the current College Farm Road No. 441. Discussion began on the Vacation in 2018 with CWC representatives and the vacation would be contingent upon the new road being put in place. Chief Civil Deputy Jodi Darrough stated the Petition meets the statutory requirements and she briefed the Commission on the process: accept petition, appoint viewer, upon receipt of Viewer's Report begin advertising for a 30 day comment period, hold hearing and make the decision on vacation. Clarence Thomas moved, Mike Jones seconded, to accept the Petition contingent on the new road being put in place (applicant securing rights-of-ways, paying state application fee, building road). Motion carried unanimously. It was noted the new road would be a public road, maintained by the applicant. Mike Jones moved, Clarence Thomas seconded, to appoint Steve Baumann as a Viewer in the Matter of the Petition to Vacate a Publicly Dedicated Road known as College Farm Road No. 441, with the Viewer's Report to be completed and reviewed by the Commissioners during their March 10, 2020 meeting. Motion carried unanimously.

Fremont County Wellness Coordinator Penny Fahey presented a six month Progress Report. The Premium Reduction Program has 306 participants and the program requires participants to meet four standards to earn up to \$100 per month off of their premiums. The Participation Incentive Program has 29 participants, and these incentives can be earned by those who did not meet one or more of the premium reduction standards. There are 84 participants in the Disease Management Rx Program that covers prescriptions for diabetes, asthma, blood pressure and cholesterol. These programs are open to both employees and spouses. A flyer was distributed for the Onsite Blood Screenings taking place in Lander and Riverton on April 15 and 16, respectively, offered by the County's new provider Wyoming Health Fairs.

AMR Operations Manager Diane Lane, Global Medical Response VP of Operations Scott Lenn and Regional Director Matt Strauss were present to update the Commission on the AMR merge with Global Medical Response. Lenn stated there are no changes other than in the reporting structure which now has a northwest region and includes both ground and air oversight. Also present in the audience was Regional Director Chris Williams and AMR Supervisor Julia Miller. Lane provided the February call volume report for the Commissioners' information. Chief Civil Deputy Jodi Darrough is drafting a contract with AMR for them to take over the transport vehicle; however, their rate for trips to Wyoming Behavioral Institute or Lighthouse is \$1,546.34. Lenn and Williams stated this rate was based on the fact the staff would need to be on call for the transports they used Medicare allowable rates. Chief Civil Deputy Jodi Darrough offered to send an AG's opinion to them regarding the law indicating that after a T25 involuntary commitment, the patient cannot be billed directly, providers are only authorized to recover costs from public and private health insurance and from governmental benefit programs, before seeking reimbursement from the state or responsible county for services. Lenn stated they would review their proposed rate and get back to the Commission at a later date.

Clarence Thomas moved, Mike Jones seconded, to adjourn into Executive Session with Transportation Superintendent Billy Meeks and Administrative Secretary Jill Johnson regarding potential litigation. Motion

County Commissioners Meeting  
March 3, 2020

carried unanimously. Clarence Thomas moved, Mike Jones seconded, to return to Regular Session. Motion carried unanimously.

James Gores and Associates President Jim Gores and PE Terri Oedekoven were present to review the Moneta-Lysite Road Shoulder Widening Project. Also present was Transportation Superintendent Billy Meeks and Administrative Secretary Jill Johnson was in the audience. A voucher from the Engineering Firm was reviewed that totaled \$20,928.39 and the Board asked for clarification on the expenses for services from January 5 – February 1, 2020 to which Gores stated he would provide. He also presented their Recommendation for Completion of Moneta-Lysite Road Shoulder Widening Project and action to complete a Suspend Work Order to be issued on March 11, 2020 to extend the suspension through when weather makes it practical to resume work, or June 6, 2020 (90 days), whichever comes first. The reviewed the submittals that must be in place prior to issuing the Suspend Work Order as follows: cattle guards, seeding, mulching, riprap, 3:1 slope, culverts 10 & 11, storm water prevention plan and concrete – erosion control structures. Discussion was held regarding the incorrect placement of delineators along the roadway and the need for immediate corrective action, especially important in the winter months. Chairman Allen stated the Board would not take any action on the Suspend Work Order at this time and requested clarification on the voucher by the next meeting.

Clarence Thomas moved, Mike Jones seconded, to adjourn into Executive Session with Transportation Superintendent Billy Meeks and Administrative Assistant Jill Johnson regarding potential litigation and then following that session a session with County Clerk Julie Freese, present via speakerphone, regarding personnel. Motion carried unanimously. Mike Jones moved, Clarence Thomas seconded, to return to Regular Session. Motion carried unanimously. Mike Jones moved, Clarence Thomas seconded, to request the Chief Civil Deputy to respond to a letter from Mitchell H. Edwards, Nicholas & Tangeman, LLC, regarding their letter of concern regarding a personnel issue which has been properly investigated by Fremont County. Motion carried unanimously.

While still on speaker phone, County Clerk Julie Freese reviewed her suggested Budget Line Item Adjustment Policy change, to read “transfers between the salary/benefits and the operations and maintenance line items shall not be allowed without the express approval by the Board of County Commissioners.” She further reviewed the Budget Process time line and Revenue Procedures for Departments. Mike Jones moved, Clarence Thomas seconded, to approve the Budget Line Item Adjustment Policy change. Motion carried unanimously.

Discussion was held regarding the five Request for Proposals received to conduct research and develop a County Natural Resource Plan. The Commission was tasked with coming up with criteria to use to review the RFPs and determine three firms to interview. Commissioner Mike Jones will serve as the lead Commissioner for the project. The Commissioners will discuss the criteria next meeting and select those to be interviewed on March 24<sup>th</sup>.

Mike Jones moved, Clarence Thomas seconded, to adjourn the meeting at 1:15 p.m. and reconvene for a Regular Meeting on March 10, 2020. Motion carried unanimously.

A full detailed report and the official minutes are posted on Fremont County’s website at [www.fremontcountywy.org](http://www.fremontcountywy.org).

/s/ LARRY ALLEN, VICE- CHAIRMAN  
FREMONT COUNTY COMMISSIONERS

ATTEST:

/s/ MARGY IRVINE, DEPUTY FREMONT COUNTY CLERK AND CLERK OF THE BOARD