

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

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

### OFFICIAL MINUTES

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

Ron Fabrizius moved, Jennifer McCarty seconded, to approve the agenda as presented. Motion carried unanimously.

Jennifer McCarty moved, Ron Fabrizius seconded, to approve the minutes of the Regular Meeting held on February 21, 2023. Motion carried unanimously.

Jennifer McCarty moved, Ron Fabrizius seconded, to accept the bills for payment. Motion carried unanimously.

Bills are listed in the following format: Vendor – Department – Description – Amount: 307 Shredding LLC -Segregated-Shredding Services-\$1800; 71 Construction-ARPA Program Grant-Irrigation Repair-\$7233.00; A & I Distributors-Vehicle Maintenance- Oil / Fluids-\$3589.36; Ace Hardware-Lander-Detention Center-Materials / Supplies -\$38.99; Airgas USA LLC-Vehicle Maintenance-Supplies -\$272.94; American Family & Life Ins.-Segregated-Insurance-\$5228.77; Anda Inc.-Public Health-Vaccine-\$3658.14; Apex Surveying, Inc.-Road Construction-Riverview -North Fork-\$11425.40; Artery Construction Inc.-Transportation-Contract Services-\$13497.50; B & B Enterprises LLC-Road Construction-Signs & Supplies-\$400.00; B & T Fire Extinguishers Inc.-County Sheriff-Extinguisher Services-\$173.00; Bailey Enterprises, Inc.-Segregated-Bulk / Vehicle Fuel -\$27960.20; Bench, Travis-County Sheriff-Reimburse Expenses-\$63.29; Best Western Ramkota-County Sheriff-Lodging - \$206.00; Bill Jones Plumbing & Heating-County Buildings Detention-Supplies / Parts-\$49.00; Black Hills Energy-County Buildings-Utility Service-\$14831.52; Bloedorn Lumber-Lander-County Buildings-Materials / Supplies-\$116.10; Blue Cross Blue Shield Of WY-Co Admin-Health Ins Claims-\$196286.69; Bowdel Steven P.-Detention Center-Medical Services-\$2187.50; California State Disbursement-Payroll-Child Support-\$603.75; Capital Business Sys. Inc.-Covid 19 Grant-Supplies & Service -\$74.16; Carquest Auto Parts-Vehicle Maintenance-Parts & Supplies-\$72.18; Casper Psychological Services-County Attorney-Trial Testimony-\$1755.00; Clifford, Gregory P. MD PC-Detention Center-Inmate Medical-\$8087.00; Clinical Colleagues Inc.-Detention Center-Inmate Medical-\$1120.00; Colonial Life & Accident Ins-Segregated-Insurance-\$699.07; Convergeone Inc.-County Sheriff-Service Agreement-\$4102.08; County Circuit Courts-Payroll-Garnishment-\$799.21; Cowboy Chemical Inc.-Detention Center-Laundry & Kitchen Supply-\$1635.56; Dave Smith Motors Inc.-ARPA Program Grant-Vehicle Purchase -\$64422.00; Dealers Electrical Supply-County Buildings-Materials / Supplies -\$23.50; DOWL LLC-Road Construction-Road Surface Plan-\$11360.00; Drug Testing Services LLC-Transportation-Drug Testing Service-\$440.00; Dubois Telephone Exchange-County Sheriff-Telephone Service-\$722.20; Edwards Communications-Prevention Program- Advertising-\$875.00; Election Systems & Software, Inc.-County Elections-Supplies-\$660.00; Empower Trust-Segregated-Wyoming Benefits-\$8085.00; Ethos Transportation Assistance-Health & Welfare-Title 25-\$1200.00; Evergreen Tax & Consulting LLC-County Treasurer-Consultation/Services-\$2640.00; Floyd's Truck Center WY-Vehicle Maintenance-Parts -\$550.95; Fremont County Cattlewomen-Agriculture Department-Catering -\$2326.00; Fremont County Treasurer-Co Admin-Health Insurance-\$346268.00; Fremont County Treasurer-Co Admin-Section 125 Benefits-\$34343.97; Fremont Motor Riverton Inc.-Segregated-Parts/Supplies-\$16.20; Gee, Brian-Detention Center-Medical Services-\$5580.00; Globalstar USA-Search & Rescue-Satellite Phone -\$275.24; Gloria DeGraw-Health Benefit Plan-Death Benefit-\$5000.00; Grainger-County Buildings Detention-Materials /Supplies -\$482.40; Hall, Tatum-Health Promotion-Expense Reimbursement-\$29.00; Hasco Industrial Supply-Vehicle Maintenance-Materials/Supplies -\$26.56; HDR Engineering Inc.-Road Construction-8 Mile Road-\$2415.00; Healthsmart Benefit Solutions-Segregated-Insurance-\$752.00; Injury Prevention Resources-Segregated-Contractual Services-\$1570.00; Int'l Academies Of Emergency Dispatch-Dispatch Center-Training-\$40.00; J R Project Management LLC-LATC Program Grant-Project Management-\$3750.00; Lander Medical Clinic PC-Detention Center-Inmate Medical-\$599.25; Lander Valley Auto Parts-Vehicle Maintenance-Parts / Supplies-\$519.42; Lander Valley Physicians Practice-Detention Center-Inmate Medical-\$87.00; Lawson Products, Inc.-Vehicle Maintenance-Parts & Supplies -\$757.81; Lyles, Jesse-Segregated-Contract Services-\$550.00; Marino, Christina-Detention Center-Uniform Repairs-\$35.00; Master's Touch LLC-Segregated-Postage / Services-\$18879.31; McAuley, Lindsay-Detention Center-Medical Services-\$1125.00; Media Works, Inc.-Detention Center-Supplies-\$189.99; Miller, Margaret-District Court-Court Appointments-\$1162.50; Morneau, Anita-Maternal Child Health-Expense Reimbursement-\$128.40; Mountain Dental PC-Detention Center-Inmate Medical-\$3266.00; Mountain West Towing LLC-Abandoned Vehicles-Vehicle Towing-\$716.00; Mr. D's Food Center Inc.-Segregated-Supplies -\$162.27; Napa Auto Parts-Riverton-Transportation-Parts & Supplies -\$258.97; New York Life Insurance-Segregated-Insurance-\$133.11; Norco Inc.-Segregated-Supplies-\$4351.05; Office Shop Inc., The-Agriculture Department-Repair/Service -\$134.05; Orion Healthcare Tech. Inc-Segregated-Contract Services-\$2808.00; Palace Pharmacy-Detention Center-Inmate Rx's -\$6138.02; Payroll Taxes-Co Admin-Withholding/FICA-\$201441.71; Peterbilt of Wyoming-Vehicle Maintenance-Parts -\$571.58; Print Shop, The-County Sheriff-Printed Office-\$229.00; Quadiant Inc.-County Sheriff-Postage Meter Rental-\$171.17; Quill Corporation-County Attorney-Office Supplies-\$48.71; R C Lock & Key-Vehicle Maintenance-Supplies & Services-\$204.00; R R Brink Locking Systems Inc.-County Buildings Detention-Materials/Supplies-\$1276.00; R T Communications-Dispatch Center-Telephone Service-\$444.11; Reed's Moghaun Office Supply-County Elections-Office Supplies-\$47.10; Remote Satellite Systems-Search & Rescue-Cell Service-\$69.95; Riverton Physician Practices LLC-Segregated-Drug Testing-\$947.00; Riverton Ranger, Inc.-Segregated-Advertising-\$2714.30; Riverton, City of-County Buildings-Water/Sewer-\$800.14; Sagewest Health Care-Detention Center-Inmate Medical-\$18166.79; Secretary Of State-County Attorney-Notary Fee-\$60.00; Skaggs Companies Inc.-

Segregated-Uniforms/Supplies -\$1122.70; Smith Psychological Services-Detention Center- Services -\$800.00; Solterra Engineering Inc. - ARPA Program Grant-Engineering Service-\$230.00; State Disbursement Unit-Payroll-Child Support-\$986.25; Strasser, Stacy-CAST-Expense Reimbursement-\$143.89; Sutherland Lumber Co.-County Buildings-Supplies/Materials-\$19.48; Sweetwater Aire LLC-County Buildings-Supplies/Parts -\$638.34; Sweetwater County Sheriff-Detention Center-Inmate Housing-\$6045.00; Teton Pathology PC-County Coroner-Services-\$100.00; Total Net Salaries-Segregated-Salaries-\$673259.70; Traveling Computers-Computer Services-Subscriptions-\$681.50; Tumbleweed Propane Inc.-County Buildings-Utility Service-\$1200.86; Union Telephone Company-Segregated-Cellphones-\$380.55; W C & P A A County Attorney-Dues-\$700.00; Western Printing, Inc.-Segregated-Printed Supplies-\$295.95; Whiting Law, P.C.-District Court-Court Appointment-\$855.00; Wilson, Kevin L. RN-Detention Center-Medical Services-\$1000.00; Wind River Oilfield Service Inc.-Transportation-Contract Services-\$8887.50; Wind River Towing-Abandoned Vehicles- Vehicle Towing-\$260.00; WY Dept of Employment-Segregated-Unemployment Claims-\$0; WY Law Enforcement Academy-Detention Center-Training -\$1449.00; WY SDU-Payroll-Child Support-\$880.00; Wyoming Child Support Enforcement-Segregated-Child Support-\$850.00; Wyo Department of Workforce Service-Co Admin-Workers Comp-\$28254.47; Wyoming Machinery Co-Transportation-Parts -\$1741.53; Wyoming Retirement System-Co Admin-Contributions-\$161294.16; Wyonet Inc.-Computer Services-Telephone/Internet Service-\$5322.77.

Jennifer McCarty moved, Ron Fabrizius seconded, to accept the following Title 25 vouchers: Fremont Counseling Service in the amount of \$4,200 for January patients; Ethos Transportation Assistance in the amount of \$1,472.36 for one transfer and Wyoming Behavioral Institute in the amount of \$3,016.00 for one patient. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Memorandum from Commissioners with their FY 2023-2024 Budget Message for inclusion with the budget packets; and 2) Record of Proceedings. Ron Fabrizius moved, Jennifer McCarty seconded, to approve a Fremont County Bore, Cut, Parallel Public Utilities Right-of-Way Easement Application from Robin Carlsen, Tallgrass Midstream Gathering, LLC for Tunnel Hill Road. Motion carried unanimously. Ron Fabrizius moved, Jennifer McCarty seconded, to approve a Wyoming Health Fairs 2023 Wellness Contract for Fremont County Employees. Motion carried unanimously. Ron Fabrizius moved, Jennifer McCarty seconded, to ratify the acceptance of the bid for the LATC funded project from Cloud Based Financial Close Management in the amount of \$46,000 for the County Clerk's Budget Solution Software. Motion carried unanimously. Ron Fabrizius moved, Jennifer McCarty seconded, to accept the bid from Dave Smith GM/Chrysler in the amount of \$64,422 for a used 2021 Chevrolet Tahoe for the Library with ARPA funding, with \$25,810 to be received as a reimbursement from the Wyoming Association of Risk Management Claim Settlement. Motion carried unanimously. Ron Fabrizius moved, Jennifer McCarty seconded, to accept the bid from Lander NAPA Auto Parts in the amount of \$8,834.34 for a snow plow for the Museum through ARPA funding. Motion carried unanimously. Ron Fabrizius moved, Jennifer McCarty seconded, to accept the bid from Traffic and Parking Control Co., Inc. in the amount of \$74,079.80 for four solar message boards for the Transportation Department with ARPA funding. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) Two invoices from Davis Funeral Home for indigent burials. The applicable Application for Indigent Burial Funds was attached for each. Per the Fremont County Unclaimed & Indigent Burial and Cremation Policy, Fremont County Commissioners are responsible (per W.S. 18-3-504(c) for burial or cremation of indigent persons who were not receiving certain public benefits (POWER, Medicaid, SSI) for an amount of \$1,500 each. Jennifer McCarty moved, Ron Fabrizius seconded, to approve the Indigent Burial Applications for a total of \$3,000 to Davis Funeral Home. Motion carried unanimously. 2) Invitation from the CWC Foundation Executive Director to tour the Rustler Ag and Equine Complex on March 9<sup>th</sup> (Commissioner Fabrizius will attend); and 3) 2023 WCCA Spring Meeting in Douglas on May 23-25, 2023 (Commissioner Jones will attend).

The Public Comment period was held. Superintendent of Fremont County School District #24 Bruce Thoren was present to publicly thank the County Transportation Department and Superintendent Billy Meeks for all their efforts and willingness to work with school districts through this winter to ensure that the kids got to school safely and the busses were not getting stuck.

Transportation Superintendent Billy Meeks was joined by DOWL Engineer Kasey Jones who presented Amendment No. 1 to the Agreement between DOWL and Fremont County for professional services for the Road Surface Management Plan. An additional \$15,000 is being requested that will be a revised not-to-exceed total of \$215,000 with funding through the Road Construction Fund and includes traffic counts on Union Pass Road, traffic data on Lyons Valley Road and actual counts instead of assumptions for traffic counts, pavement assessment, bridge assessments and major structures. Jennifer McCarty moved, Ron Fabrizius seconded, to approve Amendment No.1 as presented. Motion carried unanimously.

Billy Meeks informed the Board of a vacancy in the Riverton area and asked for authorization to rehire. Jennifer McCarty moved, Ron Fabrizius seconded, to rehire at a salary between \$37,500 and \$43,000, depending upon experience. Motion carried unanimously.

Administrative Assistant Jill Johnson joined Billy Meeks to discuss the Statement of Work Agreement with the Federal Highway Administration for the Horse Creek Road project. Johnson stated that an additional County match of \$193,620 is being requested. This has been a 1% funded project that has been the works for at least ten years. Jennifer McCarty moved, Ron Fabrizius seconded, to approve the Memorandum of Agreement for the additional match money. Motion carried unanimously.

The Wiggins Fork Bridge project was reviewed but no action was taken pending review by the County Attorney's Office regarding their request for up-front payment prior to the project being done. County Clerk Julie Freese stated this could be an audit infraction as work cannot be paid for before it has been completed.

Commissioner Mike Jones reviewed the letter that was due to Mr. Bryan Newland, Assistant Secretary of Indian Affairs, regarding the Land Acquisition Proposed Rule (Docket No. BIA-2022-0004). Jennifer McCarty moved, Ron Fabrizius seconded, to ratify submission of the letter to the Department of the Interior. Motion carried unanimously.

Central Museum Director Scott Goetz was present to review his LATC grant applications for Infrastructure Projects for Riverton Museum - update gallery - \$14,000; Dubois Museum - new shop/storage building - \$205,599 and Pioneer Museum - repave north driveway and crack seal back parking lot - \$22,500 and \$6,000 respectively for a total request of \$248,099. He reviewed his second request for the Dubois Museum - collection storage (Seipt House) re-roof - \$4,500; and Pioneer Museum - Fence and Vestibule - \$54,000. The Commissioners stated they would schedule a tour to view all three Museum locations this spring prior to making any final decision on the projects.

County Clerk Julie Freese presented an updated spreadsheet of LATC project approvals to date. Transportation has requested additional funding to be added on to their two Motor Grader (\$880,000) requests of plow and wings totaling \$108,010. The Commission asked that Transportation Superintendent Billy Meeks and Vehicle Maintenance Supervisor Brad Meredith return later in the meeting to answer questions the Commissioners had.

The Juvenile Services LATC request for a Refrigerator (\$5,000) was found to include other items in this amount: \$2,000 for the refrigerator and \$3,000 for program incentives. Their remodel application was previously approved and this is associated with the remodel. Clarence Thomas moved, Jennifer McCarty seconded, to approve the LATC funding of \$5,000 for Juvenile Services refrigerator and programming needs. Motion carried unanimously.

A Public Hearing was held at 10:00 a.m., as advertised, regarding a new Retail Liquor License and all County renewal licenses. A new Retail Liquor License was reviewed as submitted by the National Museum of Military Vehicles d/b/a The Canteen. Present were Dan Starks and Mick Catron. Mick Pryor was in the audience and recommended the approval for the new license without delay. There were no other comments from the audience. Jennifer McCarty moved, Ron Fabrizius seconded, to approve the new Retail Liquor License with a license term April 15, 2023 through April 14, 2024. Motion carried unanimously.

The renewal Retail Liquor Licenses were reviewed for the license term April 15, 2023 through April 14, 2024. The Fremont County Sheriff's Office annual report indicated there are no areas of concern with any of the establishments and the Alcohol Compliance checks for 2022 resulted in no infractions. Renewals applications were read as follows: 3 Spear Ranch LLC d/b/a 3 Spear Ranch; AJ Halmay & Associates US INC d/b/a Lazy L & B Ranch; Atlantic City Mercantile, Inc. d/b/a Atlantic City Mercantile; BL Property LLC d/b/a Brooks Lake Lodge; Bruce and Karen Davison d/b/a B & K Shoreline Stop; FBS & L Hudson d/b/a Frank's Butcher Shop and Liquor; High Elevation LLC d/b/a Crooked Creek Guest Ranch; Isebel R. Hiatt d/b/a Split Rock Bar & Café; Jolly Rich's Marina Inc. d/b/a Boysen Marina & Campground; LA Enterprises Inc. d/b/a Kinnear Store; Lava Mountain Lodge LLC d/b/ Lava Mountain Lodge; Line Shack LLC d/b/a Line Shack; Midvale Station LLC d/b/a Midvale Station; 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; Rock Shop Inn, The LLC d/b/a The Rock Shop Inn; Wind River Watering Hole LLC d/b/a Triangle C Ranch. Jennifer McCarty moved, Ron Fabrizius seconded, to approve the renewal applications as listed. Motion carried unanimously.

Commissioner meeting reports were given:

JR Oakley, JR Management LLC, reviewed the tour taken recently with the Commissioners of the Circuit Court remodel project, where he indicated a doorway that needed to be cut into a block wall. As a result, he presented a Nelson Architects, LLC Change Order No. 1 in the amount of \$1,175 that he requested be funded out of the architectural contract. Jennifer McCarty moved, Ron Fabrizius seconded, to approve Change Order No. 1 as presented. Motion carried unanimously. In addition, he just received the contractor's Change Order No. 2 for an amount of \$5,693.00 for the work and he recommended it be paid out of the contingency fund. Jennifer McCarty moved, Ron Fabrizius seconded, to approve Change Order No. 2 to Yeates Construction. Motion carried unanimously.

The January 2023 MOVE applicants were present to give a project presentation and answer questions from the Board. The MOVE Committee had met last month and made their recommendations to the Commissioners as well. MOVE Committee Chairman Brett Berg was present in the audience. The total grant requests total \$551,423. Projects were presented in the following order:

- 1) CWC College Foundation – Fremont County Start-Up Challenge. Present was Brian Young to discuss their \$25,000 request.
- 2) Rising Star Gymnastics – Additional Equipment. Present was Owner Cami Hammond to discuss the \$75,000 request.
- 3) Radcast Outdoor Podcast – Podcast Expansion. Present was Patrick Edwards and David Merrill was present via Zoom to discuss their \$25,644 request.
- 4) Pushroot Brewing Company – Construction, Branding and Packaging. Owners Matthew and Kahla Gubanich were present to discuss their \$125,000 request.
- 5) Bossert Collective – Pushroot Brewing Company Mural. Co-founder Stacy Stebner was present to discuss the \$8,000 request.
- 6) Fremont Air Service Team (FAST) – Commercial Air Service Enhancement - Representatives Kyle Butterfield, Ernie Over and Mick Pryor were present to discuss their \$292,779 request.

Later in the meeting and due to two Commissioners being unavailable for a final decision, Chairman Mike Jones stated the Commissioners would postpone making any decisions for MOVE funding until the following meeting.

BLM District Manager Matt Marsh and Lander Field Manager John Elliott were present to provide updates on projects.

Commissioner Thomas was absent from the remainder of the meeting.

Transportation Superintendent Billy Meeks and Vehicle Maintenance Supervisor Brad Meredith joined the meeting to continue discussion on two items they would like to add to their LATC application for two motor graders. The original application amount was \$880,000 with \$100,000 to be funded out of the Road Construction Fund. The two plows and wings total an additional project request of \$108,010. They informed the Board that the wings and plows on the current machines would go with the machines when they are traded in which will increase the trade in value. Jennifer McCarty moved, Ron Fabrizius seconded, to authorize a new amount of \$988,010 for the two motor graders plus the plows and wings. Motion carried unanimously.

There being no further business, Jennifer McCarty moved, Ron Fabrizius seconded, to adjourn the Regular meeting at 12:10 p.m. and reconvene for a Regular Meeting at 9:00 a.m. on March 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](http://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