

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
MARCH 9, 2021

### OFFICIAL MINUTES

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, Clarence Thomas and Mike Jones. County Clerk Julie A. Freese was present.

Larry Allen moved, Clarence Thomas seconded, to approve the agenda as presented. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomas seconded, to approve the minutes of the Regular Meeting held on March 2, 2021, as amended. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomas seconded, to accept the bills for payment. Motion carried unanimously.

Bills are listed in the following format: Vendor Name-Department-Description-Amount: Ace Hardware-Lander-Vehicle Maintenance-Materials/Supplies -\$19.99; Alsco Inc-County Buildings-Laundry -\$220.96; B & B Enterprises LLC-Transportation-Signs & Supplies-\$46.40; Bailey Enterprises, Inc-Inventory-Bulk Fuel-\$24927.89; Bailey Enterprises, Inc-Transportation-Vehicle Fuel-\$24.75; Big Brothers Big Sisters of NW WY-Prevention Program-Materials & Support-\$1875.00; Big Horn Tire Inc-Vehicle Maintenance-Tires -\$9021.00; Black Hills Energy-County Buildings-Utility Service-\$11753.48; Bowdel Steven P.-Detention Center-Medical Services-\$1875.00; Centurylink-Computer Services-Internet Services-\$23.84; Communication Technologies Inc-Support Services-Maintenance Agreement-\$2961.87; Dowl LLC-Road Construction-County Road Engineering-\$4085.85; Dubois Frontier, The-County Buildings-Advertising-\$52.20; Dubois Telephone Exchange-Segregated-Telephone -\$842.97; Fremont Broadcasting-Prevention Program-Advertising-\$1669.00; Fremont Motor Riverton Inc-Vehicle Maintenance-Parts / Supplies-\$180.48; Fremont Motors - Lander-Vehicle Maintenance-Parts/Supplies-\$485.85; HDR Engineering Inc-Harris Bridge Replacement- Bridge Engineering-\$10590.32; Illinois Office Supply-County Elections-Ballots Shipping Charge-\$2397.12; Lander Medical Clinic PC-PHEP COVID Response-Testing-\$5400.00; Lander, City of-County Buildings-Water & Sewer-\$2295.90; Leonard, Anthony G.-Detention Center-Inmate Medical Services-\$687.50; Napa Auto Parts-Riverton-Segregated-Parts & Supplies-\$2170.14; Natl Council for Behavioral Health-Prevention Program-Trainer Training -\$4400.00; NMS Laboratories-County Coroner-Toxicology Services-\$990.00; Norco Inc-County Buildings-Supplies -\$2934.34; NOVO Benefits-Health Benefit Plan-Insurance Services -\$5100.00; Office Shop Inc, The-Agriculture Department-Copy Repair/Service -\$91.09; Postmaster-County Assessor-Box Rent -\$76.00; Quill Corporation-Segregated-Office Supplies-\$525.91; R T Communications-Segregated-Telephone -\$541.68; RELX, Inc.-County Attorney-Research Subscription-\$625.00; Riverton Ranger, Inc-Support Services- Advertising-\$2353.33; Sutherland Lumber Co.-Transportation-Supplies/Materials-\$382.77; Thos. Y. Pickett & Co Inc-County Assessor- Industrial Valuation Contract-\$25145.00; Traveling Computers-Computer Services-Computer Supplies, Services-\$1085.20; U.S. Identification Manual-Prevention Program- ID Checking Guide-\$252.00; Western Printing, Inc-County Elections-Printed Envelopes-\$308.75; Whiting Law, P.C.-District Court-Professional Services-\$1657.50; Wyoming Machinery Co-Capital Asset Acquisitions-Motor Grader -\$274211.91; Wyoming Waste Systems-County Buildings-Trash Court House -\$2795.66; Wyonet Inc.-Computer Services-Telephone Service-\$3231.07.

The following items in the Signature File were reviewed: 1) Liquor licenses for renewal County Retail Liquor License applications; and 2) Record of Proceedings.

The following items in the Priority Mail were reviewed: 1) letters from organizations receiving Charitable Relief Program funds detailing how monies were spent.

Commissioner meeting reports were given:

Chief Civil Deputy Jodi Darrough and Executive Health Insurance Committee member Margy Irvine (both appearing via Zoom) discussed the updated MASA Medical Transport Solutions documents. Negotiations had taken place the previous week based on discussion held with Sales Manager Gary Robson during the March 2, 2021 meeting. Larry Allen moved, Clarence Thomas seconded, to approve the MASA Member Services Agreement for Emergent Plus Membership. Motion carried unanimously. Larry Allen moved, Mike Jones seconded, to approve the Addendum to Member Services Agreement between Fremont County and Medical Air Services Association, Inc. Motion carried unanimously. Larry Allen moved, Clarence Thomas seconded, to approve a Business Associate Contract between Fremont County and MASA Medical Transport Solutions. Motion carried unanimously. Larry Allen moved, Clarence Thomas seconded, to approve a MASA Employer Benefit Agreement setting rates the first year of \$160.00 and the second year of \$228.00. Motion carried unanimously. The Commissioners agreed to pay the annual Emergent Plan rate for each employee with funding through the Fremont County Health Benefit Plan. The rate is an increase of the previous year's premiums of \$99.00/employee. Robson was requested to

send notice of renewal to employees who upgraded to the Platinum plan, letting them know when their contract is up and when they need to renew.

A Public Hearing was held at 9:25 a.m., as advertised, regarding Unanticipated Revenues. County Clerk Julie Freese and Financial Specialist Michelle Neuenschwander were present. Larry Allen moved, Jennifer McCarty seconded, to approve Resolution No. 2020-10 "FY 2020-2021 Budget Amendment No. 10". Motion carried unanimously.

County Coroner Mark Stratmoen presented a monthly report.

SageWest Health Care CEO John Ferrelli and CFO Jennifer Hamilton were present to continue discussion on their 2020 property taxes, specifically the various accounts that are to be considered for the Indigent Care write off. Chief Civil Deputy Attorney Jodi Darrough participated via Zoom.

Building Maintenance Supervisor J.R. Oakley updated the Board on a recent vacancy for a custodial position in the Courthouse. Jennifer McCarty moved, Clarence Thomas seconded, to approve replacing the full-time position at a salary of \$27,400. Voting against the motion: Mike Jones. Motion carried. In other business, the Commissioners stated the Governor has issued new orders to remove the mask mandate effective March 15, 2021.

AMR Regional Director Matt Strauss briefly joined the meeting to hand deliver a letter from Vice President of Operations Jared Sherman stating that AMR will not be submitting an RFP seeking renewal of the Fremont County Emergency Management Services. Strauss stated the Contract as written is not sustainable.

County Clerk Julie Freese and Treasurer Jim Anderson (Zoom) reviewed the status of the audit.

Fremont County Interim Library Director Anita Marple was present and joined by Board members Loren Jost and Perry Cook (via Zoom) to review an earlier presented handout detailing several changes, all of which are intertwined. The first is to hire a Library Director at a base salary of \$49,025. During the past 14 months, the Library system has functioned with an Interim Director sharing responsibilities initially with two other Library Managers, one of which has resigned. The Library Board chose not to fill the Director position in FY 2020/2021 due to budget constraints. The Library Board has recently approved a restructuring plan which combines the Library Director and Lander Branch Manager positions with an approved starting base salary of \$49,025, which will be additional compensation of \$2,080 for March-June and the increase is offset by the decrease in compensation for the Facilities Supervisor position. The Board named Anita Marple to the position. The Library Board will then increase the Library Director salary for FY 2020-2021 to reflect the change. Another restructure change is to create an Assistant Library Director position, combining the Riverton and Dubois Branch Manager positions and a selection of administrative duties delegated by the Library Director, and that Shari Haskins be named to the position. During the remaining months of March-June, this will result in an additional \$790 for the wage increase of \$1.41/hour. The third request is to rehire a Lander staff position. A resignation has provided an opportunity to adjust staffing to reduce salaries and benefits budget but retain the total number of staff hours. The vacancy is a Lead Librarian in the Young Adult Department and plans are to shift the Lead Librarian position to the Adult Department, creating an unfilled full-time Library Assistant II position which will be changed to a 34 hour/week part-time benefitted Library Assistant I or II position (depending on new hire experience) and add the remaining six hours to a current part-time employee. The budget impact will be a total reduction in base salaries for April-June of \$1,432. Jost stated the changes reflect the Library System's commitment to streamline the budget during difficult economic times while maintaining a high level of service to the community. Chairman Becker stated his concern that the Library Board did not seek approval from the Commission prior to implementing the plan, which is a process issue. Jost stated the process may have been out of order and he apologized and stated several Board members are new. A major reason for reinstating the Director position is that it is required in order for Marple to be eligible for State training. Mike Jones moved, Clarence Thomas seconded, to approve the plan presented by the Library Board. Voting against the motion: Travis Becker. Motion carried.

Fremont County Wellness Coordinator Penny Fahey thanked the Board for renewing her contract for the upcoming fiscal year at their meeting of March 2<sup>nd</sup> and stated she is excited to continue for another year. She further thanked them for approving the contract with Wyoming Health Fairs and she will be getting flyers and registration information out in the near future. Last year due to COVID, the decision was made

to move the Premium Reduction Form registration from spring to fall, with a January effective date. She stated this worked very well and asked that the fall registration date be continued. Larry Allen moved, Jennifer McCarty seconded, to approve fall registration for the Premium Reduction Program for 2021 with an effective date of January 2022. Motion carried unanimously. She will return in May to provide a full report of the Wellness Program.

UW CES Associate Director Bridger Feuz and Fremont County Extension Educator Chance Marshall provided a six-month update since restructuring occurred

Jennifer McCarty moved, Clarence Thomas seconded, to adjourn into Executive Session with Chief Civil Deputy Jodi Darrough regarding legal advice. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to return to Regular Session. Motion carried unanimously.

Vice-Chairman Larry Allen suggested the RFP deadline for the Fremont County Emergency Ambulance Service for ground ambulance services be extended from the deadline of March 19, 2021. Larry Allen moved, Jennifer McCarty seconded, to extend the deadline until April 15, 2021. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomas seconded, to adjourn the meeting at 11:35 a.m. and reconvene for a Regular Meeting on March 23, 2021. Motion carried unanimously.

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