

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
MARCH 14, 2023

FULL DETAILED REPORT

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 and Ron Fabrizius. Chairman Larry Allen and Commissioner Clarence Thomas were absent. County Clerk Julie A. Freese was present.

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

Jennifer McCarty moved, Ron Fabrizius seconded, to approve the minutes of the Regular Meeting held on March 7, 2023. Motion carried unanimously.

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

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
A & I Distributors	Vehicle Maintenance	Oil/Fluids	\$520.76
Ace Hardware-Lander	County Buildings	Materials/Supplies	\$438.07
Ace Hardware-Riverton	Segregated	Materials/Supplies	\$73.55
Adams, Chelsea	Health Nurse	Contract Services	\$225.00
AlSCO Inc	County Buildings	Laundry	\$274.68
Amerigas	County Buildings	Utilities	\$1,672.29
Arcsearch Corporation	County Clerk	Services	\$5,201.00
Bank of the West	Segregated	Credit Card Charges	\$59,379.49
Big Horn Water	Youth Services	Water Delivery	\$77.58
Carroll Septic Service	Transportation	Services	\$150.00
Charm-Tex Inc	Detention Center	Inmate Supplies	\$1,137.60
Charter Communications	Computer Services	Internet Service	\$129.98
Communication Technologies Inc	Support Services	Agreement / Repairs	\$2,961.87
Danyne Cooper Counseling, LLC	CAST	Contractual Services	\$1,750.00
Davis Funeral Home	Health & Welfare	Indigent Burial	\$3,000.00
DC Group Inc	Computer Services	Maintenance	\$1,664.64
Desert Mountain Corporation	Transportation	Supplies	\$4,015.83
Ethos Transportation Assistance	Health & Welfare	Title 25	\$1,472.36
Floyd's Truck Center WY	Vehicle Maintenance	Parts	\$38.10
Fremont Chevrolet GMC	Capital Asset Acquisitions	Vehicle	\$43,000.00
Fremont Counseling-Lander	Health & Welfare	Title 25	\$4,200.00
Fremont Motors - Lander	Vehicle Maintenance	Parts/Supplies	\$838.41
Globalstar USA	Search & Rescue	Satellite Phone	\$275.24
Hehr, Ryan B	Prevention Program	Assistance Contract	\$90.00
High Plains Power, Inc	County Buildings	Utility Services	\$1,770.61
IGM Technology Corp	ARPA Program Grant	Budget Software	\$46,000.00
Kairos Broadcasting LLC	Segregated	Advertising	\$1,716.00
Kisling, Lisa	Public Defender	Rent	\$600.00
Lander Valley Auto Parts	Vehicle Maintenance	Parts/Supplies	\$8.16
Lander, City of	County Buildings	Water/Sewer	\$2,808.01
Mahlum, Zachary Hamilton	District Court	Court Appointment	\$1,112.43
Master's Touch LLC	County Treasurer	Printing/Mailing	\$2,446.87
Maurisak, Amy	Transportation	Expense Reimbursement	\$22.13
McOmie, Lisa	County Clerk	Reimburse Expenses	\$125.00
Midwest Connect	Support Services	Supplies	\$100.00
Miller, Margaret	District Court	Rent	\$300.00
Napa Auto Parts-Riverton	Vehicle Maintenance	Parts & Supplies	\$5,260.16
Norco Inc	County Buildings	Supplies	\$3,371.90
Office Shop Inc, The	Computer Services	Printer Lease	\$155.00
Postmaster	Clerk Of District Court	Box Rent	\$146.00
Reed's Moghaun Office Supply	Clerk Of District Court	Office Supplies	\$52.19
RELX, Inc.	County Attorney	Research Subscription	\$694.00
Riverton Ranger, Inc	Support Services	Advertising	\$377.00
Secretary of State	County Attorney	Notary Fee	\$180.00
Shoshoni, Town of	County Buildings	Water/Sewer	\$70.00
Smith, Mariah	Prevention Program	Administrative Assistance	\$1,195.50
Soule, Sierra	Public Defender	Rent	\$600.00
State of Wyoming	Public Defender	Office Rent	\$1,650.00
Terrance R. Martin PC	Public Defender	Rent	\$600.00
T-Y Excavation Inc	Road Construction	Road Maintenance	\$15,702.50
Valley Lumber & Supply Co Inc	County Buildings	Materials/Supplies	\$93.82
Verizon Wireless	Segregated	Cellphone Service	\$1,119.91

Wind River Oilfield Service Inc	Transportation	Contract Services	\$7,895.50
Windmill, LLC	Transportation	Supplies	\$1,756.34
WY Dept of Transportation	Vehicle Maintenance	County Plate	\$5.00
WY Public Health Laboratory	Public Health	Fees/Supplies	\$166.00
Wyoming Behavioral Institute	Health & Welfare	Title 25	\$3,016.00
Wyoming Coroner's Association	County Coroner	Association Dues	\$175.00
Wyoming Dept of Transportation	Segregated	Vehicle Fuel	\$2,885.99
Wyoming Machinery Co	Vehicle Maintenance	Parts/Service	\$4,030.26
Wyoming Waste Systems	County Buildings	Trash Service	\$3,159.76
Yeates Construction, Inc	ARPA Program Grant	Remodel Project	\$176,657.00

Jennifer McCarty moved, Ron Fabrizius seconded, to accept the following Title 25 vouchers: Wyoming Behavioral Institute in the amount of \$13,572 for five patients and Cloud Peak Counseling Center in the amount of \$975 for two patients. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Abatement Summary cover page; 2) One-year final report reminders to MOVE award recipients; 3) Retail Liquor Licenses; and 4) Record of Proceedings. Jennifer McCarty moved, Ron Fabrizius seconded, to approve a BCBS Fremont County Employees Amendment, effective April 1, 2023, regarding benefit booklet amendments under How to Add, Change or End coverage. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) Department of Health recipient of Wyoming Gaming Commission funding of \$600,000 to be distributed to counties for the purpose of funding county health programs to prevent and treat problematic gambling behavior. They requested a response if interested by April 7, 2023. Tauna Groomsmith, Fremont County Prevention Coordinator, will be scheduled at the next meeting to discuss her thoughts on the funding opportunity. 2) BLM intent to prepare a programmatic environmental impact statement and resource management plan amendments for updated utility-scale solar energy planning on Federal public lands. Chairman Mike Jones stated his research indicates this is for large scale projects and would fall under state regulations and recommended that the county not seek cooperating agency status but will still have opportunity to participate through the NEPA public review and comment process.

The Public Comment Period was held. Tracy Rue, Lander Economic Development Association Executive Director, recommended that the Commissioners support the Fremont Air Service Team (FAST) request for MOVE funding of \$292,779 through the ½ percent economic development tax to meet the revenue guarantees to Sky West Airlines. Commercial air service is vital to Fremont County as many remote workers choose to live here but most are required to have reliable air service within so many miles of their home base. He agreed that we need to re-negotiate with Sky West or come up with another solution in the future but for the time being, urged the Commission to approve FAST's full funding request.

County Sheriff Ryan Lee presented a monthly report. Detention: February bookings totaled 206 (down four from January). Current inmate population is 170 in house and 175 in custody (111 males; 56 females and 8 juveniles). Sixty-two inmates are sentenced (37 males and 25 females). There are 113 pre-adjudicated inmates. Happy to report all Deputy positions are filled, but there is one opening for a nurse and two civilian controllers (two in background stages). At 67% of the fiscal year elapsed, 65% of medical budget spent, 62% of prisoner board spent with the overall budget at 57%. Emergency Dispatch Center: Currently down six positions and have three temporary, part-time employees on staff. The Dispatch Committee will be meeting this week and he plans to be in attendance. There are no budget considerations. Patrol/Enforcement: Down one position in Riverton. Total calls for service this calendar year is 1,115. A Dubois Police Chief has been hired but will not impact his current agreement with the Town. A Homeland Security grant award of \$32,800 (one half of what was requested) will provide funding for 10 ballistic shields and 5-night vision devices and they have received donations from Contango (\$2,500) and Rocky Mountain Power (\$2,000) to help with the grant shortage. They worked on a large animal abuse case in Riverton and the Wyoming Livestock Board will be reimbursing the Sheriff's Office for salaries and overtime in the amount of \$5,225, the Defendant's Restitution is set at \$5,500 and payment of vet bills and feed minus evidentiary costs. They were able to save 67 sheep and goats and 11 horses, all of which have been fostered out. He wanted to publicly thank the Fremont County Fair Manager, Board and Groundskeeper for their assistance in boarding the animals, and he stressed his appreciation of the great cooperative working relationships we have within the county. The new vehicles approved through the Capital Revolving Fund over a year ago have begun arriving (six patrol vehicles, one jail transport and one detective vehicle). There are no budget considerations at this time. Search and Rescue: Mission counts total 28 this fiscal year compared to 16 this time last year (one fatality). He acknowledged the Commissioner's intent to tour the Search and Rescue buildings in Lander, Riverton and Dubois in conjunction with the LATC applications submitted for new buildings. There are no budget considerations at this time.

County Coroner Erin Ivie presented a monthly update. Number of cases for January and February totaled 29 (three less than 2022), with accidents up and suicide and homicides both at zero. Three cases are pending autopsy and/or toxicology results. She and her Chief Deputy have been accepted to receive International Association of Coroners and Medical Examiners (IACME) scholarships for the July training and the budget will be reimbursed in the next fiscal year (\$900). All three staff have applied for a Department of Justice funded training in June in South Carolina, with all expenses paid by DOJ if selected. They submitted two applications, one just for her, and the other for the two Deputies, so that if either application is selected, the other will remain to staff the office. She has had a preliminary meeting with Nelson Architects and JR Oakley, JR Project Management LLC, to begin assembling costs for an updated Coroner facility.

Commissioner meeting reports were given.

Commissioner Ron Fabrizius attended the tour of the "under construction" CWC Equine Facility last week. He attended the Historic Preservation Commission meeting. They have been provided a small storage room in the basement and he invited them to use the meeting rooms in the Courthouse or Library if they need internet access. He asked that group to visit with the Highway Department regarding fixing the vandalized monuments on Beaver Rim.

Acting Chairman Mike Jones attended the Elected Officials/Department Heads meeting the previous day where County Clerk Julie Freese and Sheriff Ryan Lee presented information on developing an updated employment application and protocol for criminal background checks, respectively. He conducts a walk-through of the Court remodel project weekly and stated it is going good; however, he has noticed an issue with the carpeting in what will be the Circuit Court Judge's office. The contractors have to tread over it multiple times daily and even though the contractor has agreed to have it cleaned after the job is completed, Commissioner Jones suggests that it may be better to replace it entirely in order to match the new office space. He suggested the Commissioners tour the remodel project mid-April as there may be other issues that come up by then as well. IT Supervisor Kevin Shultz and Building Maintenance Supervisor Mike Meeker will be revamping the Courthouse Security Committee to begin discussion on a keyless entry system. The outside doors will be the initial focus and then certain doors on the inside will be secondary. He had distributed copies of the Local Government Distributions (HB0185) which will increase Fremont County's allocation by \$657,496 for a total of \$1,950,203 for FY 2024. He thanked the legislators for making the \$26,250,000 statewide in support of local governments.

County Clerk Julie Freese stated she had made a presentation the previous day at the Elected Officials and Department Heads monthly meeting regarding the need for an updated employee application for Fremont County and also informed the group that budget packets would be going out soon. Sheriff Lee is working on a process for background checks and she stated the Policy Committee, made up of the Elected Officials, will be convened in the near future to review policy changes. A new process has been developed for all employees leaving service with Fremont County in that they have to meet with JP in Payroll who will explain what the final check amount will be, accrued vacation time, pre-tax (medical) and insurance related issues.

Treatment Courts and Youth Services Executive Director Cassie Murray informed the Board that she has received Wyoming Department of Health Notice of 2024 Funding Awards for the Court Assisted Supervised Treatment Program (CAST) in the amount of \$196,447.86 (awarded one additional adult slot for a total of 21) and Juvenile Treatment Court award of \$206,035.76 (awarded four additional juvenile slots for a total of 14). Revenue for January and February totaled \$465 from Court Assisted Supervised Treatment (CAST) clients. They will continue work on the Quality Improvement Plan as required by their CARF accreditation. She has some students interested in becoming interns, which would help with their staffing issues, and she is qualified to provide the supervision. The highest number of youth citations they are seeing is for fighting and secondly for marijuana use. They are requesting their annual funding from the City of Riverton for the Day Reporting Center as School District #25 has eight students and will also check with the City of Lander regarding potential funding, as they have one student from that School District. The Wind River Development Fund is presenting financial empowerment classes to the students and Fremont County Prevention is presenting Sources of Strength and Suicide awareness training. Their goal is to provide as many services to them in order to reduce the amounts of citations they get. She has interviewed a candidate for the Adult Therapist position vacancy, he is fully licensed as a Social Worker and has experience providing substance abuse treatment. Jennifer McCarty moved, Ron Fabrizius seconded, to approve refilling the position with the selected candidate at the salary of \$61,728. Motion carried unanimously.

JR Oakley, JR Project Management LLC, had provided a written report of ARPA #1 projects either completed or in the process of being completed: Painting of Hallways; Asbestos Testing and Abatement, Carpet Replacement, Replacement Windows, Circuit Court Remodel Architect, Circuit Court Remodel, Yeates Construction General Contractor, Repaving Parking Lot at South Federal building. A financial snapshot of each project was also presented for the Board's information. In closing, he stated he is optimistic that the Circuit Court Remodel Project will be completed by May 1st.

County Planning Department Supervisor Steve Baumann was on the agenda for the Rosewood Hills Subdivision Lots 9, 10 & 11 Replat; however, asked that it be postponed until the plat was available. He did take the opportunity to review fuel prices for the upcoming budget process. It is his recommendation to use the same numbers as used last year: Unleaded - \$3.66/gallon and Diesel - \$4.55/gallon. He gave an update on the Fuel System Upgrade he had applied for with ARPA #2 funding in the amount of \$120,000 for the replacement dispensing unit which does not include the trenching and conduit cable, which he recommended be paid out of the Fuel Enterprise Fund. He further recommended the \$.10 fuel surcharge be waived as adequate reserves exist. He has sent out bid packets to two companies in Wyoming to provide new fuel pumps at four locations in the county.

Kelsey Beck, Executive Director of the Popo Agie Conservation District and Cathy Rosenthal, District Manager for the Lower Wind River Conservation District, were present to provide an overview of what the Conservation Districts provide in the County, primarily engaging people with voluntary actions that keep our air, water, soil, habitats and agricultural land healthy. They listed names of each of their five member boards. Beck stated the County has worked with the Districts (local government) in the past to co-sponsor Flood Emergency Programs in partnership with the Natural Resource Conservation Service, a Federal Agency. Handouts from each Conservation District were reviewed on their projects and what they can offer, and the upcoming Garden Expo in Lander on April 22nd was discussed, along with the availability of no-till drills at the LWRCDC.

Wyoming Senior Citizens, Inc. Executive Director Herbert Wilcox and Program Manager Lauri Shoopman were present to present a Proclamation for National Service Recognition Day. Jennifer McCarty moved, Ron Fabrizius seconded, to Proclaim March 17, 2023 as National Service Recognition Day and encourage residents to recognize the positive impact of national service in our community, to thank those who serve, and to find ways to give back to their communities. Motion carried unanimously.

Library Director Anita Marple requested authorization to refill a Riverton Branch full-time maintenance position. Jennifer McCarty moved, Ron Fabrizius seconded, to approve refilling a 40 hour, benefitted, maintenance position for the Riverton Branch Library at a salary range between \$13.25 and \$15.00 per hour, depending upon experience. Motion carried unanimously. Marple was happy to report that after an evaluation of the work flow of staff and reorganizing schedules at the Lander Branch, they will be able to be open on Mondays from 1:00 pm – 6:00 pm. Currently, the meeting rooms are the most used service in the Library and she was asked to provide those numbers for the Board's information. The Lander Friends host the Book Nook in the Carnegie Basement on Tuesday's and Friday's and receive anywhere between \$400 and \$600 per month in donations.

Following the presentations from applicants the previous meeting, Ron Fabrizius moved, Jennifer McCarty seconded, to award the following projects. Motion carried unanimously.

Brian Young, Central Wyoming College Foundation – Fremont County Start-Up Challenge - award of \$40,000.

Cami Hammond, Rising Star Gymnastics – Equipment Expansion – award of \$75,000.

Patrick Edwards and David Merrill, Radcast Outdoors Podcast – Podcast Expansion – award of 25,644. Company will be requested to list MOVE as a sponsor on their website.

Matthew Gubanich, Pushroot Brewing Company – Construction, branding and packaging – award of \$125,000.

Kyle Butterfield, Fremont Air Service Team (FAST) – Fremont County Commercial Air Service – award of \$292,779.

Stacy Stebner, The Bossert Collective – Pushroot Brewing Company Mural – award of \$2,000.

Civil Deputy Attorney Nathan Maxon, representing County Attorney Patrick LeBrun, requested authorization to refill an entry level Administrative Assistant position, with a salary not to exceed \$33,000. Jennifer McCarty moved, Ron Fabrizius seconded, to approve refilling the position at the budgeted amount. Motion carried unanimously.

In other business, Nathan Maxon informed the Commission that the County is currently engaged with the Wyoming Attorney General's Office and other local governments to determine how to distribute the next four Opioid settlements. It is anticipated that the distribution to Wyoming will occur in a manner similar to what happened with the Johnson and Johnson settlements. Fremont County was a signatory to the OneWyo Opioid Settlement Memorandum of Agreement for that settlement and he had asked that the Commission review that MOU for discussion today as a template for the next round of settlements with Teva, Allergan, CVS, Walgreens and Walmart. These settlements total over \$20 billion, of this amount, approximately \$17 billion will be used by participating states to remediate and abate the impacts of the opioid crisis. The settlements from each company will be made over the course of years ranging from six to 15 years. Fremont County will need to decide whether to participate in the proposed settlements by the April 18, 2023 deadline. As a result, the State will be submitting a Memorandum of Agreement for approval by the deadline. Maxon stated he is part of a working group set up within the County to discuss what programs should benefit from the funding, etc. A 10-year funding plan is required and reports on spending must be reported to the Wyoming AG's office annually.

Nathan Maxon distributed a spreadsheet of County expenses related to the Federal Lands Access Program to fund replacement of the Wiggins Fork Bridge on East Fork Road. Fremont County will provide 15.25% of the total project costs required for the project and he is negotiating with the agency to reduce the match amount for already encumbered expenses related to right-of-way issues (\$79,356.56). The Agency also agreed to invoice the county on a monthly basis for eligible costs expended for the project.

County Treasurer Jim Anderson provided an update on the audit. Trial balances have been sent to the auditors. Working on uploading supporting schedules. Former Treasurer Scott Harnsberger has been working on a part-time basis and he has been here two weeks and working on account reconciliations and monthly reports. Anderson relies heavily on the Wyoming County Commissioners Association Revenue Estimating Manual, which is not complete at this time. In other business, he has several applicants for the Deputy Treasurer position.

County Clerk Julie Freese reviewed her budgetary schedule and due to not getting necessary reports from the Treasurer, she is now one month behind in getting budget packets out to the Departments. She has set up budget hearings beginning in May now instead of April. On May 2nd, both Treasurer Anderson and Assessor Berg will report to the Commissioners on revenue projections and assessed valuation. Statutorily, she has to have a budget picture to the Commission by May 15th. Carry over is extremely important to the budgeting process. She hopes to have a tentative budget by June 13th to advertise and the Commission has until June 27th to finalize it. All off-line boards are required to meet with the Finance Team as well as Dispatch and Transportation and this year they will also meet with the Directors of Juvenile Treatment Courts and Public Health as both are new to their position.

Chairman Jones asked for an updated list of LATC projects for review in the near future.

There being no further business, Jennifer McCarty moved, Ron Fabrizius seconded, to adjourn the Regular meeting at 11:35 a.m. and reconvene for a Regular Meeting at 9:00 a.m. on March 21, 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/ MICHAEL JONES, VICE-CHAIRMAN
FREMONT COUNTY COMMISSIONERS

ATTEST:

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