

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
APRIL 6, 2023

**OFFICIAL MINUTES**

The Board of Fremont County Commissioners convened in Regular Session at 9:00 a.m. The meeting was postponed from April 4, 2023 in which the Courthouse was closed due to a major snow event. The following members were present: Chairman Larry Allen, Vice-Chairman Mike Jones, Ron Fabrizius with Commissioner Clarence Thomas present via Zoom. Commissioner Jennifer McCarty was absent. County Clerk Julie A. Freese was present along with Civil Deputy Attorney Nathan Maxon.

Mike Jones moved, Ron Fabrizius seconded, to approve the agenda as amended. Motion carried unanimously.

Mike Jones moved, Ron Fabrizius seconded, to approve the minutes of the Regular Meeting held on March 21, 2023. Motion carried unanimously.

Mike Jones moved, Ron Fabrizius seconded, to accept the bills for payment. Motion carried unanimously.

Bills are listed in the following format: Vendor – Department – Description – Amount: A & I Distributors-Vehicle Maintenance-Oil/Fluids-\$2219.01; Ace Hardware-Lander-County Buildings-Materials/Supplies -\$148.94; Ace Hardware-Riverton-County Buildings-Materials/Supplies -\$2.19; American Family & Life Insurance-Segregated-Insurance-\$5228.77; Amerigas-County Buildings-Utility Service-\$1450.62; Anderson, Kyle L-County Health Officer-Contract Services-\$2640.00; Apex Surveying, Inc.-Road Construction-Riverview Cutoff-\$3111.24; Bailey Enterprises, Inc.-Inventory-Bulk Fuel -\$19936.29; Black Hills Energy-County Buildings-Utility Service-\$13856.18; Blue Cross Blue Shield of WY-Co Admin-Health Insurance Claims-\$86214.45; California State Disbursement-Payroll-Child Support-\$553.75; Capital Business Systems, Inc.-COVID 19 Grant-Supplies/Service -\$74.16; Central Wyoming College Foundation-Special Tax-MOVE Award-\$40000.00; CMI TECO-Vehicle Maintenance-Parts/Supplies-\$2037.46; Colonial Life & Accident Insurance-Segregated-Insurance-\$699.07; Cowboy Chemical Inc.-Detention Center-Laundry/Kitchen Supply-\$929.65; Davis, Robert-Support Services-Vital Registrar -\$138.00; Dubois Telephone Exchange-County Sheriff-Telephone Service-\$721.32; Edwards Communications-Prevention Program-Radio Advertising-\$950.00; Empower Trust-Segregated-Wyoming Benefits-\$8085.00; Floyd's Truck Center WY-Vehicle Maintenance-Parts-\$291.76; Freese, Julie-County Clerk-Reimbursement-\$92.00; Fremont Chevrolet GMC-Capital Asset Acquisitions-Vehicles-\$181892.00; Fremont County School District #25-Youth Services-JDAI Meals-\$491.50; Fremont County Treasurer-Co Admin-Health Insurance-\$349244.00; Fremont County Treasurer-Co Admin-Section 125 Benefits-\$33942.97; Fremont Motor Riverton Inc.-Vehicle Maintenance-Parts/Supplies-\$153.14; Fremont Motors - Lander-Capital Asset Acquisitions-Vehicles-\$141788.28; Fremont Orthopaedics PC-Detention Center-Inmate Medical-\$613.00; G Bar G Veterinary-County Sheriff-Contract Services-\$75.00; Gabel, Jeffrey S-Health Benefit Plan-Death Benefit-\$5000.00; Gales Carpet One Floor & Home-ARPA Program Grant-Carpet -\$7535.00; Garnishments - Other-Payroll-Garnishment-\$577.37; Globalstar USA-Search & Rescue-Satellite Phone -\$275.24; Healthsmart Benefit Solutions-Segregated-Insurance-\$736.11; Industrial Products Mfg Inc-County Sheriff- Supplies-\$3356.80; Jeffrey City Volunteer Fire Department-Transportation-Contract Services-\$1800.00; Jones, Michael-County Commission-Reimbursement-\$75.00; Kessler, Douglas E-Planning-Reimbursement-\$29.50; Kisling, Lisa-District Court/Public Defender-Professional Services/Rent-\$2889.58; Lander Valley Auto Parts-Vehicle Maintenance-Parts/Supplies -\$3.40; Lawson Products, Inc.-Vehicle Maintenance-Parts/Supplies-\$309.43; Midwest Connect-County Sheriff-Supplies-\$301.00; Miller, Margaret-District Court-Rent -\$300.00; Mr. D's Food Center Inc.-Segregated-Supplies -\$134.73; Napa Auto Parts-Riverton-Segregated-Parts & Supplies -\$3453.21; New York Life Insurance-Segregated-Insurance-\$133.11; Newman, Craig-Transportation-Reimbursement-\$184.61; Norco Inc.-County Buildings-Supplies -\$1414.69; Office Shop Inc., The-Segregated-Service/ Purchase-\$20405.38; Payroll Taxes-Co Admin-Withholding/FICA-\$200005.11; Pushroot Laberhans LLC-Special Tax-MOVE Award-\$125000.00; Quill Corporation-County Attorney-Office Supplies-\$131.07; R R Brink Locking Systems Inc.-County Buildings Detention-Materials/Supplies -\$1616.00; R T Communications-Dispatch Center-Telephone Service-\$444.11; Radcast Outdoors LLC-Special Tax-MOVE Award-\$25644.00; Rising Star Gymnastics-Special Tax-MOVE Award -\$75000.00; Riverton Ranger, Inc-Support Services-Advertising-\$567.45; Riverton, City of-County Buildings-Water/Sewer-\$778.55; Riverton, City of-Special Tax-Move Award -\$292779.00; Sagewest Health Care-Detention Center-Inmate Medical-\$875.64; Sirchie Finger Print Lab-County Sheriff-Supplies -\$60.37; Skaggs Companies Inc.-Detention Center-Uniforms/Supplies -\$1329.90; Soule, Sierra-Public Defender-Rent-\$600.00; State Disbursement Unit-Payroll-Child Support-\$1570.41; State of Wyoming-Public Defender-Supplement/Rent-\$103846.89; Sylvestri Customization-Prevention Program-Website Maintenance-\$2300.00; Terrance R. Martin PC-Public Defender-Rent-\$600.00; Total Net Salaries-Segregated-Salaries-\$666359.27; Traveling Computers-Computer Services-Supplies, Services-\$3094.24; University of Wyoming-Agriculture Department-Salary Contract-\$5928.00; WCCA-County Commission-Congressional Tour -\$1627.00; Whiting Law, P.C.-District Court-Court Appointment-\$862.50; Wind River Family & Community-Prevention Program-Project Venture-\$6125.00; Wind River Oilfield Service Inc.-Transportation-Contract Services-\$11693.50; WY Department of Employment-Segregated-Unemployment Claims-\$0; WY Department of Transportation-Vehicle Maintenance- County Plate -\$2.00; WY SDU-Payroll-Child Support-\$880.00; Wyoming Child Support Enforcement-Segregated-Child Support-\$850.00; Wyoming Department of Workforce Services-Co Admin-Workers Comp-\$27647.62; Wyoming Family Sonography LLC-Detention Center-Inmate Medical-\$450.00; Wyoming Machinery Co-Segregated-Parts -\$5932.14; Wyoming Retirement System-Co Admin-Contributions-\$159021.27; Wyonet Inc.-Computer Services-Telephone/Internet Service-\$5322.77.

The following items in the Signature File were reviewed: 1) Record of Proceedings. Mike Jones moved, Ron Fabrizius seconded, to accept the bid from 71 Construction in the amount of \$170,258.24 to replace

the front Courthouse parking lot, with ARPA #2 funding. Motion carried unanimously. Mike Jones moved, Ron Fabrizius seconded, to accept the bid from Rocky Mountain Boilers to replace the Courthouse boiler in the amount of \$37,881.00 with ARPA #2 funding. Motion carried unanimously. Mike Jones moved, Ron Fabrizius seconded, to accept the bid from Rocky Mountain Applicators, Inc. to replace the roof over the Commission chambers in the amount of \$117,900.00 with ARPA #2 funding. Motion carried unanimously. Mike Jones moved, Ron Fabrizius seconded, to accept the bid from Wyo Glass to replace window panes at the Detention Center in the amount of \$12,197.00 with ARPA #2 funding. Motion carried unanimously. Mike Jones moved, Ron Fabrizius seconded, to accept the bid of \$55,800 from RMA Doors LLC to replace the Lander Road Shop overhead doors with ARPA #2 funding. Motion carried unanimously. Mike Jones moved, Ron Fabrizius seconded, to reauthorize ARPA #2 funding for the Lysite Road Shop door project from \$19,000 to \$21,000. Motion carried unanimously. Mike Jones moved, Ron Fabrizius seconded, to accept the bid of \$20,925.00 from RMA Doors LLC to replace the Lysite Road Shop overhead doors with ARPA #2 funding. Motion carried unanimously. Mike Jones moved, Ron Fabrizius seconded, to accept the low bid from Olson's Auto Body & Towing in the amount of \$3,694.37 for damages to a Sheriff's Department pickup (CO-2568). Motion carried unanimously. Mike Jones moved, Ron Fabrizius seconded, to approve the OneWyo II Opioid Settlement Memorandum of Agreement which memorializes the distribution of opioid abatement funds between the State and participating subdivisions. Motion carried unanimously. Mike Jones moved, Ron Fabrizius seconded, to approve a Federal Highway Administration, Central Federal Lands Highway Division, approval of plans, specifications, estimate and entry for the Wiggins Creek Bridge. Motion carried unanimously. Mike Jones moved, Ron Fabrizius seconded, to ratify approval of Resolutions 2023-05 and 2023-06 for the Fremont County and Prosecuting Attorney to enter into agreements with the Carbon County and Prosecuting Attorney to perform prosecutorial duties concerning two criminal cases, where there is a conflict of interest for the Fremont County office. Motion carried unanimously. Mike Jones moved, Clarence Thomas seconded, to proclaim the month of April as Child Abuse Awareness and Prevention Month in Fremont County. Motion carried unanimously. Mike Jones moved, Ron Fabrizius seconded, to approve Resolution No. 2023-08 "Adopting the 2023 Wyoming Region 5 Hazard Mitigation Plan." Motion carried unanimously. Mike Jones moved, Ron Fabrizius seconded, to approve Resolution No. 2023-09 moving the first meeting in May from Tuesday, May 2, 2023 to Wednesday, May 3, 2023 in order for the County Commissioners and other Elected Official to participate in a Wyoming Air National Guard drill. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) BIA Notice of Decision on the Northern Arapaho Tribe for trust acquisition of fee lands totaling 40 acres on Herbst Road. The Commissioners declined to appeal the decision. 2) Holland & Hart counsel Walter Eggers Request for Review/Notice of Appeal in the ConocoPhillips/Burlington Resources Oil & Gas Co. – Contesting the Fremont County Treasurer's Ad Valorem Tax Notice for Production Years 2017-2019, Tax Years 2018-2020 (Department of Revenue Notice of Valuation Change #2023-0046). Chairman Allen stated he was informed that Mr. Eggers contacted the Treasurer's Office and was informed the process is to pay the taxes in protest, stopping the interest, with the taxes held in escrow until the appeal is finalized by the State Board of Equalization. Assessor Tara Berg and Civil Attorney Nathan Maxon stated no action is required by the Commissioners.

Mike Jones moved, Ron Fabrizius seconded, to accept a voucher from Fremont Counseling Service in the amount of \$2,850 for February Title 25 patients. Motion carried unanimously. Mike Jones moved, Ron Fabrizius seconded, to accept a voucher from Wyoming Behavioral Institute in the amount of \$3,770.00 for one Title 25 patient. Motion carried unanimously. Mike Jones moved, Ron Fabrizius seconded, to accept a voucher from Frontier Ambulance LLC in the amount of \$609.23 for transport services for one Title 25 patient. Motion carried unanimously.

The Public Comment period was held. Karen Wetzel stated she is against funding Coroner Ivie's LATC grant application for a new Coroner facility in the amount of \$2.5 million.

Fremont County Community Prevention Specialist Tauna Groomsmith was present (via Zoom) to update the Commissioners on several new projects: 1) Opioid Settlement funds (amount unknown), 13 work group members met in March and strategies being discussed (Narcan dispatch, drug testing with 24/7 program, scholarships for treatment provider education and certification, detox and treatment facility, law enforcement and Sheriff's Office K9 education). They have another meeting scheduled later today. 2) Gaming Commission funds (\$39,507.23), team consisting of mental health and substance abuse providers assembled (Fremont Counseling, Wind River Cares, White Buffalo Recovery, Eastern Shoshone Recovery, Path Behavioral Health). Evidence based strategies are used (support groups, public outreach

and education). They will be attending an educational webinar on April 25<sup>th</sup> (A Public Health Approach to Problem Gambling). 3) She has drafted an application for a Drug Free Communities Grant to have the Commissioners review and approve for submission. The intent is to provide evidence based strategies to prevent underage drinking and youth marijuana use. There is a match which the County would meet by providing in-kind services. Groomsmith will distribute the application the following day for review by the Commissioners and Civil Attorney and the Commissioners will give their verbal vote and if approved, she can submit by the deadline of April 11<sup>th</sup>.

J.R. Oakley, J.R. Project Management LLC and Circuit Court Judge Coombs were present to discuss furniture selection and quotes for the Circuit Court Courtroom and Jury Room totaling \$18,294.96 from Slumberland Furniture. County Clerk Julie Freese stated she and Civil Attorney Maxon had been working on a procurement policy and research indicated that furniture, along with bridges, roads and jails need to be bid out. Civil Deputy Maxon stated he would reach out to the State who had assisted in getting the bids for Judge Coombs and determine if they had researched other quotes in their process. Mike Jones moved, Clarence Thomas seconded, to authorize LATC funding in the amount of \$20,000 for furniture for the Circuit Court remodel. Motion carried unanimously.

J.R. Oakley recommended seven additional items be funded, included in Change Order No. 3, and an infusion into the Contingency Fund, as follows: \$2,532 from Sentinel Security LLC for a security camera relocation and installation of two new cameras; \$11,905 from Overhead Door Company for Access Hardware; \$4,008 from Yeates Construction, Inc. for window in entry alcove; \$8,021 from Yeates Construction, Inc. for demo, labor and disposal of carpeting and new carpeting from Gales Carpet to install carpet from the Courtroom through the jury room into the Judge's chambers; \$5,300 for metal storage files; \$1,550 from Norco for dispensing equipment for four restrooms; and \$500 from Grainger for an ADA portable ramp, totaling \$31,302 plus the remaining contingency balance of \$2,514 for a total of \$33,816. Mike Jones moved, Ron Fabrizius seconded, to re-authorize an additional \$31,302 to the Contingency Fund overall project budget with LATC funding. Motion carried unanimously. Mike Jones moved, Ron Fabrizius seconded to approve Change Order No. 3 for the projects and balance totaling \$33,816. Motion carried unanimously.

A Public Hearing was held at 10:30 a.m., as advertised, regarding Unanticipated Revenues to Fremont County's FY 2022-2023 budget. County Clerk Julie Freese and Sheriff Ryan Lee were present, and Sheriff Lee provided clarification to several amounts related to his office. Mike Jones moved, Clarence Thomas seconded, to approve Resolution No. 2023-07 "FY 2022-2023 Budget Amendment No. 1". Motion carried unanimously.

Planning Department Supervisor Steve Baumann reviewed research on the ownership of Chittim and Shrine Club Roads and prevented maps for reference.

In another matter, Steve Baumann stated he is working with the Bureau of Land Management on right-of-way issues on Jack Huff Road, off the Oregon Buttes Road. The Department of the Interior has sent a letter stating a renewal is required from the County; however, it is his understanding this road pre-dates RS 2477 and it should be adopted as a county road. The same issue also exists on Dry Creek Road, off Ore Creek Road. He will continue work on these two roads.

Steve Baumann presented a plat for West Wiggins Fork Subdivision, a two lot simple subdivision located approximately 6.5 miles north on East Fork Road, off Highway 26 south of Dubois. The purpose is to divide the current 67.3 acres into two parcels. The Dubois-Crowheart Conservation District submitted a letter stating the owners of this subdivision should be advised that there are limiting factors and special engineering that may be required for certain construction practices, which was made part of the record. Mike Jones moved, Ron Fabrizius seconded, to accept the Fremont County Planning Commission's recommendation to approve the West Wiggins Fork Subdivision. Motion carried unanimously.

Steve Baumann presented a corrected plat for Lost Wells Butte Replat which now correctly contains the current owners of record. This had originally been approved in October of 2022 and was for the purpose of taking the current three lots and reducing them to two lots, as currently defined by fences. Mike Jones moved, Ron Fabrizius seconded, to approve the corrected Replat for Lost Wells Butte Filing No. 1 Lots 37D, 37E and 37F Replat. Motion carried unanimously.

A Public Hearing was scheduled for 11:15 a.m. to hear any comments or concerns regarding the Commissioners decision to vacate a portion of Tweed Lane right-of-way because all right, title and

interest in that section have been transferred to the City of Lander. Resolution No. 2023-03 was advertised as statutorily required and no comments were received by the deadline of March 24<sup>th</sup> so Baumann stated the road will be vacated without reference to such objections. Mike Jones moved, Clarence Thomas seconded, to finalize the vacation of the Tweed Lane right-of-way located within Lander City limits. Motion carried unanimously.

Transportation Superintendent Billy Meeks and Vehicle Maintenance Supervisor Brad Meredith informed the Board they would like to remove a LATC application for two transport trucks, one basic and one Kubota equipped, totaling \$640,000 and replace it with a new application for four end dump transport trucks totaling \$1,600,000. Mike Jones moved, Ron Fabrizius seconded, to authorize LATC funding in the amount of \$640,000 for two end dump transport trucks for Transportation. Motion carried unanimously. Mike Jones moved, Ron Fabrizius seconded, to accept the bid of \$633,614 for two end dump transport trucks from Floyd's Truck Center in Gillette, WY. Motion carried unanimously. Mike Jones moved, Ron Fabrizius seconded, to approve the purchase of one end dump transport truck from Floyd's Truck Center in the amount of \$320,000 with funding from the Transportation Department Savings Account. Motion carried unanimously. Mike Jones moved, Ron Fabrizius seconded, to approve the purchase of one end dump transport truck from Floyd's Truck Center in the amount of \$320,000 with funding from the Capital Revolving Fund in this year's allocation. Motion carried unanimously.

Transportation Superintendent Billy Meeks reviewed a new LATC application from Transportation for Chip Seal for the Fairgrounds (Fremont Center) and South Federal parking lots, to complete the asphalt project from last year. Mike Jones moved, Ron Fabrizius seconded, to authorize \$140,000 for the chip seal of both parking lots. Motion carried unanimously. Mike Jones moved, Ron Fabrizius seconded, to accept the bids from 71 Construction for \$66,925.60 for the Fairgrounds parking lot and \$71,722.12 for the South Federal parking lot. Motion carried unanimously.

Vehicle Maintenance Supervisor Brad Meredith stated his evaluation of a new employee warrants an SOC adjustment from Level 1 to Level 3 Mechanic, a salary adjustment from \$50,500 to \$52,600, which is within his budget. Mike Jones moved, Ron Fabrizius seconded, to approve the SOC level change as requested. Motion carried unanimously.

Treatment Court Director Cassie Murray updated the Commissioners on ARPA funding received for remodeling, chairs, equipment, desks, etc. for the Treatment Courts totaling \$14,000. She stated that she has spent \$12,437.07 to date and requested authorization to expend the remaining \$1,562.93 on updates to the Lander Group room. Liaison Clarence Thomas expressed approval of her plan to continue updating this room with the remaining funding as well as program (incentive) items. The Commissioners did not have any concerns with the intended use of the remainder of her funding and appreciated the update.

County Coroner Erin Ivie was joined by Chief Deputy Tony Simmers, and Forensic Pathologist Dr. Frost was present in the audience, to discuss the LATC request of \$2.5 million for a new Coroner building. A Proposal for Engineering Services for \$171,465 was reviewed.

The Commission reviewed the Department of Family Services announcement regarding the continuation of the Temporary Assistance for Needy Families (TANF) Community Partnership Initiative grant for federal fiscal year 2024 (October 1, 2023 thru September 31, 2024). This year, DFS has decided to extend the current contracts for an additional year via contract amendments instead of requesting new applications. DFS is applying this change in an effort to determine if extended funding will create stronger community programs and outcomes as well as reducing the administrative burden of annual applications. As a result, last year's recipient in Fremont County was the Big Brothers Big Sisters of Wyoming for an amount of \$7,500 and the Commissioners would need to extend their award for the upcoming federal fiscal year. Mike Jones moved, Ron Fabrizius seconded, to extend the current contract with Big Brothers Big Sisters of Wyoming for an amount of \$7,500 for federal fiscal year 2024. Motion carried unanimously.

County Clerk Julie Freese reminded the Commissioners that they needed to take their HIPAA training as soon as possible. She distributed copies of the LATC Annual Report she was required to submit for grants paid thus far and noted each projects needs to be placed under the following categories: Government Services, Capital Expenditures, Transportation/Water/Sewer/Technology and Other Governmental Purposes.

There being no further business, Mike Jones moved, Ron Fabrizius seconded, to adjourn the Regular meeting at 12:50 p.m. and reconvene for a Regular Meeting at 9:00 a.m. on April 11, 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