

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
APRIL 7, 2020

**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 Michael Jones. (Commissioners Allen and Thomas and Chief Civil Deputy Attorney Jodi Darrough attended via GoToMeeting). Fremont County Clerk Julie A. Freese was present. Due to the Commissioner's March 16, 2020 declaration that all County Offices are to be closed to the public due to the COVID-19 crisis, all non-county agenda presenters were required to participate via the virtual site. The March 24, 2020 Regular Meeting had been cancelled as a result of COVID-19.

Jennifer McCarty moved, Mike Jones seconded, to approve the agenda. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to approve the minutes of the Regular Meeting held on March 10, 2020. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to accept the bills for payment. Abstaining from the motion was Chairman Travis Becker. Motion carried.

Bills are listed below in the following format: Vendor Name-Department-Description-Amount.

2 M Construction Inc-Transportation-Gravel Haul-\$81.77; A & I Distributors-Vehicle Maintenance-Oil/Fluids-\$3,278.85; Ace Hardware Lander-Segregated-Materials/Supplies-\$189.40; Ace Hardware Riverton-County Buildings-Materials/Supplies-\$45.16; Adams Stouffer, Wanda G-District Court-Jury Duty-\$54.00; Adams, Scott E-District Court-Jury Duty-\$98.40; Airgas USA LLC-Vehicle Maintenance-Supplies-\$221.31; Albus, Michelle C-District Court-Jury Duty-\$30.00; Allied Interstate LLC-Payroll-Garnishments-\$409.17; Also Inc-Segregated-Laundry-\$207.04; American Family & Life Ins.-Segregated-Insurance-\$7,839.01; Amerigas-County Buildings-Propane-\$238.13; Amerigas Propane LP-County Buildings-Propane-\$472.93; Arcasearch Corporation-County Clerk-Annual Support-\$4,861.00; Archer, Marvin M-District Court-Jury Duty-\$54.00; Bailey Enterprises, Inc-Inventory-Fuel-\$24,159.61; Baker, Jamie L-District Court-Jury Duty-\$176.00; Baldes, Aaron N-District Court-Jury Duty-\$50.80; Baldwin Creek Rental Center-Operation Safeguard-Generator Rental-\$200.00; Bank of the West-Segregated-Credit Card Charges-\$3,568.79; Bank of the West Acct Analysis-Investment Pool-Bank Charges-\$82.86; Barnes, Richard E-District Court-Jury Duty-\$34.00; Bass, Jason D-District Court-Jury Duty-\$66.00; Becker, Josiah-Fremont County WIC-Reimburse Expense-\$115.00; Becker, Shai M.-County Attorney-Witness Fees-\$53.20; Black Hills Energy-Segregated-Utilities-\$9,955.60; Bloedorn Lumber Lander-Segregated-Materials/Supplies-\$219.07; Bloedorn Lumber Riverton-County Buildings-Materials/Supplies-\$3.49; Blue Cross Blue Shield of WY-Co Admin-Health Ins Claims-\$485,253.39; Bob Barker Company, Inc-Detention Center-Inmate Supplies-\$159.31; Born, Tomi L-District Court-Jury Duty-\$51.60; Breadboard, The-District Court-Jury Meals-\$269.85; Brown, Emanuel A-District Court-Jury Duty-\$58.80; Burr, Tami Jo-District Court-Jury Duty-\$78.00; Carquest Auto Parts-Vehicle Maintenance-Parts/Supplies-\$5.51; Carrillo, Chemo A-County Attorney-Witness Fees-\$53.20; Carroll Septic Service-Transportation-Services-\$150.00; Caselle, Inc-Computer Services-Source Code Escrow-\$200.00; CenturyLink-Segregated-Telephone-\$2,137.17; Chancellor, Denise A-District Court-Jury Duty-\$50.00; Charter Communications-Segregated-Internet Services-\$599.12; Chavez, Autumn-District Court-Jury Duty-\$51.20; Child Support Services/ORS-Payroll-Child Support-\$564.00; Clarke, Charles R-District Court-Jury Duty-\$30.00; Clifford, Gregory P. MD PC-Detention Center-Inmate Medical-\$10,272.00; Cloud Peak Counseling Center-Health & Welfare-Title 25-\$650.00; CNA Surety-Clerk of District Court-Bond-\$100.00; Colonial Life & Accident Ins-Segregated-Insurance-\$165.22; Communication Technologies Inc-Support Services-Maintenance Agreement/Repairs-\$3,479.58; Cook, Kylie M-District Court-Jury Duty-\$51.60; Coulson, Heidi L-District Court-Jury Duty-\$54.00; Coulson, Paulette J-District Court-Jury Duty-\$56.40; Cowart, Deyo D-District Court-Jury Duty-\$42.00; Cowboy Chemical Inc-Detention Center-Inmate Laundry/Kitchen Supply-\$561.20; Crawford, Coree Leigh-District Court-Jury Duty-\$216.00; Crum Electric Co Inc-County Buildings-Supplies-\$74.97; Cunningham, Erin E-District Court-Jury Duty-\$51.60; Daniells, Debbie T-District Court-Jury Duty-\$344.00; Davis, Justin O-District Court-Jury Duty-\$70.00; Davison, Karen J-District Court-Jury Duty-\$139.20; Degraw, Larry R-County Sheriff-Bailiff Duties-\$757.50; Dubois Telephone Exchange-Segregated-Telephone/Lease-\$1,240.60; Eagle Uniform & Supply Co-Vehicle Maintenance-Laundry Services-\$74.89; Edwards Communications-Prevention Program-Advertising-\$1,359.21; Electrical Dynamics, Inc-Operation Safeguard-Transfer Switch-\$7,739.59; Ellison, Michael Ray-District Court-Jury Duty-\$50.00; Essman, Carl W-District Court-Jury Duty-\$200.00; Extra Packaging LLC-Operation Safeguard-Disaster Body Bags-\$4,871.85; Farrar, Nichole W-District Court-Jury Duty-\$56.40; Fawson, Clayton-District Court-Jury Duty-\$120.00; Floyd's Truck Center WY/Jack's Truck-Vehicle Maintenance-Parts-\$1,155.87; Forbis, Kevin-Transportation-Reimburse Expenses-\$152.24; Franzen, Lori-District Court-Jury Duty-\$70.80; Freese, Julie-Segregated-Reimburse Expenses-\$500.75; Fremont Broadcasting-Prevention Program-Advertising-\$950.00; Fremont Chevrolet GMC-Vehicle Maintenance-Parts/Supplies-\$205.41; Fremont County School Dist #25-Youth Services-Program Meals-\$215.15; Fremont County Solid Waste-County Buildings-Dump Fees-\$22.00; Fremont County Treasurer-Co Admin-Health Insurance-\$329,898.00; Fremont County Treasurer-Co Admin-Withholding/FICA-\$202,846.40; Fremont County Treasurer-Co Admin-Section 125 Benefits-\$42,142.77; Fremont Motors Lander-Vehicle Maintenance-Parts/Supplies-\$157.13; Fremont

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Orthopaedics PC-Detention Center-Inmate Medical-\$654.00; Gabel, Christy-District Court-Jury Duty-\$34.00; Galt, Matt-District Court-Jury Duty-\$54.00; Garcia, Chace-District Court-Jury Duty-\$50.80; Gee, Brian-Segregated-County Health Officer-\$1,400.00; Grainger-Segregated-Materials/Supplies-\$1,508.76; Great West Trust-Segregated-Wyoming Benefits-\$7,190.00; Green, Derrick-District Court-Jury Duty-\$176.00; Greenwood Mapping Inc-County Assessor-Mapserver Layer Addition-\$1,162.50; Groomsmith, Tauna-Prevention Program-Reimburse Expenses-\$215.72; Gustin, Gerald-District Court-Jury Duty-\$30.00; Hague, Mike R-County Attorney-Witness-\$173.20; Hammack, Dode-District Court-Jury Duty-\$32.40; Hampton, James H-District Court-Jury Duty-\$196.80; Hansen, Colter-District Court-Jury Duty-\$61.20; Hanson, Brynn E-District Court-Jury Duty-\$58.00; Hatle, Gary L-District Court-Jury Duty-\$50.00; Healthsmart Benefit Solutions-Segregated-Insurance-\$1,008.00; High Plains Power, Inc-Segregated-Utilities-\$1,668.98; Hilyard, Shannon-County Attorney-Reimburse Expenses-\$46.40; Huff Sanitation LLC-County Buildings-Services-\$300.00; Hutchison, Sarah A-District Court-Jury Duty-\$54.00; Iiams, Field-District Court-Jury Duty-\$34.00; Ingwerson, Joel K-District Court-Jury Duty-\$46.00; Irrgang, Mary Lee-District Court-Jury Duty-\$30.00; Jamerman, Katelin-District Court-Jury Duty-\$53.60; John Deere Financial-Transportation-Materials/Supplies-\$79.99; Johnson, Jerome A-District Court-Jury Duty-\$60.00; Jones, Michael-County Commission-Reimburse Expenses-\$138.00; Kalbach, Kelby Lee-District Court-Jury Duty-\$54.00; Keith, Charles R-District Court-Jury Duty-\$30.00; Kerr, Barbara K-District Court-Jury Duty-\$120.00; Kisling, Lisa-Public Defender-Office Rent-\$450.00; Klassen, Michael D-County Buildings-Reimburse Expenses-\$423.18; Kone Inc-Segregated-Elevator Maintenance-\$1,255.08; Kreagen, Susan-District Court-Jury Duty-\$40.00; Laboratory Corporation of America-Detention Center-Inmate Medical-\$126.00; Lander Valley Auto Parts-Vehicle Maintenance-Parts/Supplies-\$42.02; Lander, City of-Segregated-Water/Sewer-\$2,568.49; Lane, David B-District Court-Jury Duty-\$84.00; Lawson Products, Inc-Vehicle Maintenance-Parts/Supplies-\$315.76; Lazzari, Bailey-Public Defender-Office Rent-\$450.00; Leclair, Mitch M.-District Court-Jury Duty-\$66.00; Leonard, Anthony G.-Detention Center-Inmate Medical Services-\$1,687.50; Linck, Grant C-District Court-Jury Duty-\$48.40; Logue, Michael M-District Court-Jury Duty-\$30.00; Lopez, Darlene-Attorney Victim Services-Reimburse Expenses-\$28.00; Martin, Elizabeth-District Court-Jury Duty-\$46.80; Martinez Watson, Andrea D-District Court-Jury Duty-\$50.00; Mccarty, Jennifer-County Commission-Reimburse Expenses-\$206.70; Mccauley, Lisa-District Court-Jury Duty-\$120.00; Mcgowan, Denise K-District Court-Jury Duty-\$30.00; McIntyre, David D.-District Court-Jury Duty-\$58.00; Mckenzie, Marla Jo-District Court-Jury Duty-\$228.80; Meredith, Tamera Marie-District Court-Jury Duty-\$49.20; Midwest Connect-County Attorney-Postage Machine Supplies-\$510.50; Miller, Margaret-District Court-GAL Office Rent Monthly-\$150.00; Monroe, Mckenzie D-District Court-Jury Duty-\$50.00; Moore, Chris D-District Court-Jury Duty-\$60.00; Moore, Christy L.-Detention Center-Uniform Repairs-\$130.50; Moore, Sherry-District Court-Jury Duty-\$58.00; Morrison, Kenneth Lee-District Court-Jury Duty-\$52.40; Morrow, Jennifer-District Court-Jury Duty-\$212.80; Moss, Brian-District Court-Jury Duty-\$43.20; Mr D's Food Center Inc-Segregated-Supplies-\$421.78; Murty, Suresh A-District Court-Jury Duty-\$34.00; National Business Systems Inc-County Treasurer-Postcards-\$2,000.00; Natrona County Circuit Court-Segregated-Garnishments-\$139.79; Natrona County Sheriff-Detention Center-Inmate Housing-\$13,845.00; Ness, Brandon A-District Court-Jury Duty-\$50.80; New York Life Insurance-Segregated-Insurance-\$133.11; Newman Traffic Signs-Transportation-Signs-\$5,757.00; Newman, Riley J-District Court-Jury Duty-\$30.00; Niemann Archambault, Heather M-District Court-Jury Duty-\$124.00; NMS Laboratories-County Coroner-Toxicology Services-\$1,048.00; Nolan, Paige-District Court-Jury Duty-\$58.00; Norco Inc-Segregated-Supplies-\$6,981.73; North Park Transportation Co.-Transportation-Freight Return Signs-\$190.85; Northern Arapaho Child Support-Payroll-Child Support-\$598.78; Novo Benefits-Health Benefit Plan-Insurance Services-\$4,961.51; Office Shop Inc, The-Segregated-Printer/Copier-\$8,475.75; O'Reilly Automotive Inc-County Buildings Detention-Parts/Supplies-\$12.99; Orion Healthcare Tech. Inc-Segregated-Accucare Contract-\$2,808.00; Osorio, Edgar A-District Court-Jury Duty-\$50.80; Otto, Robin-District Court-Jury Duty-\$69.60; Page's Muffler Shop-Vehicle Maintenance-Repair/Service-\$14.00; Palace Pharmacy-Detention Center-Inmate Rx's-\$5,924.94; Parmely, Charles A.-District Court-Jury Duty-\$80.80; Pavillion, Town of-County Buildings-Water Utilities-\$112.50; Paws For Life-County Sheriff-Animal Boarding-\$315.00; Perkins, Mark A-District Court-Jury Duty-\$62.00; Peterbilt of Wyoming-Vehicle Maintenance-Parts-\$402.29; Pierre, Tessa-District Court-Jury Duty-\$42.80; Poledna, Cary B-District Court-Jury Duty-\$30.00; Post and Associates-Detention Center-Psych Exams-\$400.00; Post, Raymond-County Sheriff-Car Wash-\$28.57; Postmaster-County Assessor-Box Rent-\$76.00; Precision Outdoor Power-Vehicle Maintenance-Parts/Repairs-\$37.95; Print Shop, The-Segregated-Labels/Copies-\$394.99; Pryor, Austin-District Court-Jury Duty-\$120.00; Quadient Inc/ Formerly Neopost-Support Services-Postage Machine Meter-\$288.04; Quadient Leasing USA Inc-County Attorney-Meter Lease-\$266.52; Quality Tire Company-Vehicle Maintenance-Fleet Tires-\$1,860.80; Quick Set Auto Glass-Vehicle Maintenance-Windshields/Repairs-\$1,460.00; Quill Corporation-Segregated-Office Supplies-\$348.64; R T Communications-Segregated-Telephone-\$537.63; Ratliff, Frank A.-District Court-Jury Duty-\$30.00; Reed's Moghaun Office Supply-Segregated-Office Supplies-\$441.59; Reeves Johnson, Jenny C-District Court-Jury Duty-\$60.00; Reinig, Brooke A-District Court-Jury Duty-\$54.00; Richardson, Mary E.-District Court-Jury Duty-\$58.00; Riverton Physician Practices LLC-Segregated-Inmate Medical/Testing-\$1,577.00; Riverton Ranger, Inc-Emergency Management-Advertising-\$827.56; Riverton, City of-County Buildings-Water/Sewer-\$886.82; Robillard, Elise Marie-District Court-Jury Duty-\$30.00; Rock Creek Sewer & Drain-County Buildings-Maintenance-\$190.00; Rocky Mountain Infectious Diseases-Detention Center-Inmate Medical-\$226.00; Rocky Mountain Power-Segregated-Utilities-\$11,290.47; Rosenthal, Shane D-District Court-Jury Duty-\$54.00; Rossi, Leroy-Vehicle Maintenance-Reimburse Expenses-\$109.19; Ruehl, Michael R-District Court-Jury Duty-\$30.00; Russell, Justina M-District Court-Jury Duty-\$30.00; Sagewest Health Care-Segregated-Testing/Inmate Medical-\$44,148.17; Sanchez, Jush U-District Court-Jury Duty-\$30.00; Schatza, Rebecca D-District Court-Jury Duty-\$54.00; School Specialty, Inc.-Segregated-Office Supplies-\$91.15; Schucker, Ethlyn-District Court-Jury Duty-\$120.00; Segregated-Health Promotion-Reimbursement-\$200.00; Shaw, Tabitha Marie-District Court-Jury Duty-\$35.60; Sherwin Williams Paint Co-County Buildings-Paint/Supplies-\$173.51; Shirts & More Inc-Segregated-Signs/Decals-\$159.00; Shoshoni, Town of-County Buildings-Water/Sewer-\$54.00; Simpson, Joseph M-District Court-Jury Duty-\$60.00; Six Robblees' Inc-Vehicle Maintenance-Parts-\$407.13; Skinner, Jared R-District Court-Jury Duty-\$49.20; Soule, Sierra

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District Court-GAL Office Rent-\$150.00; Spear, Ann E-District Court-Jury Duty-\$58.00; Spillman, William K-District Court-Jury Duty-\$42.00; Spoonhunter, Leslie-Fremont County WIC-Reimburse Expenses-\$6.95; State Disbursement Unit-Payroll-Child Support-\$1,066.25; State of North Dakota-Public Health-Testing-\$55.00; State of Wyoming, Public Defenders Offc-Public Defender-County Supplement/Office Rent-\$114,052.49; Stephens, Susan A-District Court-Jury Duty-\$55.60; Stoudt, Sally A.-Youth Services-Program Reimbursement-\$31.60; Stroupe Pest Control Inc-County Buildings-Pest Control-\$200.00; Sutherland Lumber Co.-County Buildings-Supplies/Materials-\$617.98; Swa, Sandra R-District Court-Jury Duty-\$56.00; Sweetwater Aire LLC-County Buildings-Parts/Repairs-\$788.90; Sweetwater County Sheriff-Detention Center-Inmate Housing/Medical-\$12,741.68; Swift, Ann P.-District Court-Jury Duty-\$60.00; Sylvestri Customization-Prevention Program-Graphic Design/Social Media-\$600.00; T Y Excavation Inc-Transportation-Road Maintenance-\$17,780.00; Terrance R. Martin PC-Public Defender-Office Rent-\$450.00; Total Net Salaries-Segregated-Salaries-\$653,999.56; Transmetron Inc-Detention Center-Drug Test Kits-\$499.04; Traveling Computers-Computer Services-Computer Supplies/Services-\$400.50; Turner, Michael P-District Court-Jury Duty-\$52.40; Tweed's Wholesale Co-Segregated-Supplies/Inmate Board-\$281.30; U.S. Identification Manual-County Clerk-Manual Updates-\$82.50; Underwood, Joseph-District Court-Jury Duty-\$156.80; Union Telephone Company-Segregated-Cellphones-\$629.93; Valley Lumber & Supply Co Inc-Segregated-Materials/Supplies-\$244.03; Verizon Wireless-Segregated-Cellphones-\$900.49; WCTA-County Treasurer-Dues-\$200.00; West Payment Center-District Court-Library Plan-\$73.22; Western Printing, Inc-Segregated-Envelopes/Warrants-\$2,290.51; Whitaker, Jasper R-District Court-Jury Duty-\$52.40; Wilkerson, James A, IV, MD Pc-County Coroner-Autopsy-\$1,250.00; Wilkinson, Douglas R.-District Court-Jury Duty-\$104.00; Willcox, Sam E-District Court-Jury Duty-\$54.00; Willenbrecht, Mark E-District Court-Jury Duty-\$30.00; Wind River Heart Clinic-Detention Center-Inmate Medical-\$368.00; Wind River Radiology PC-Detention Center-Inmate Medical-\$439.00; Wind River Vet Service-County Sheriff-Dog Boarding-\$240.00; Woodruff, James S-District Court-Jury Duty-\$60.00; Woody, Wendy Rose-District Court-Jury Duty-\$30.00; WY Dept of Transportation-Vehicle Maintenance-Transfer County Plates-\$8.00; WY Public Health Laboratory-Segregated-Lab Fees/Drug Testing-\$204.00; WY SDU-Payroll-Child Support-\$984.00; Wyo Child Support Enforcement-Segregated-Child Support-\$806.00; Wyo Dept of Workforce Serv-Co Admin-Workers Comp-\$16,783.84; Wyoming Coroner's Association-County Coroner-Dues-\$175.00; Wyoming Dept of Transportation-Segregated-Fuel-\$1,826.31; Wyoming Financial Insurance-County Clerk-Notary Bond-\$50.00; Wyoming Machinery Co-Vehicle Maintenance-Parts/Service-\$6,082.57; Wyoming Office Attorney General-24/7 Program-Program Fees-\$5,700.00; Wyoming Retirement System-Co Admin-Contributions-\$151,677.44; Wyoming Supreme Court-District Court-Salary Reimbursement-\$6,742.00; Wyoming.com-Segregated-Internet-\$1,074.12; Youngchief, Belle-District Court-Jury Duty-\$48.40

Jennifer McCarty moved, Mike Jones seconded, to accept a voucher from Wyoming Behavioral Institute in the amount of \$2,262.00 for one Title 25 patient. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Abatement Summary cover page; and 2) Record of Proceedings. Jennifer McCarty moved, Mike Jones seconded, to accept the resignation of Janet Hulbert-Young from the Fremont County Planning Commission and to approve the letter of appreciation for 20 years of service. Motion carried unanimously. Chairman Becker informed the Board that he had recently received a letter of resignation via e-mail from Sherry Moore from the Commission as well. Jennifer McCarty moved, Mike Jones seconded, to accept the resignation of Sherry Moore from the Fremont County Historic Preservation Commission. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to accept the Audit Committee's recommendation to engage Carver, Florek & James, CPA's, to perform the County's audit for Fiscal Year 2020. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve Official Bond and Oaths for Jeffrey City Water & Sewer District Chairman Rex J. Kelson, Treasurer Rebecca Ruth Darnell, and Commissioners Phillip R. Moody and Edward L. Metcalf. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve an Application/Permit to Construct Access Driveway submitted by Becky Walters for Delfelder Road. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a License for New Construction of Utility Crossing or Encroachment from High Plains Power, Inc. for an underground electrical distribution line on Eight Mile Road. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve Amendment Number One to the Memorandum of Understanding between the Ninth Judicial District of the State of Wyoming, and the Government of Fremont County, which updates the total payment for the District Court Administrator by the County. Motion carried unanimously.

Building Maintenance Supervisor J.R. Oakley informed the Board of an impending vacancy for a Facility Manager Technician position at the Fremont County Detention Center. The Commission asked if he could either downsize his department or move staff from other areas to this position and not refill the position, to which Oakley stated he could not as this is a critical position for the Detention Center. He stated he has made do with current staff other than the approval for one position when the Fremont County Detention Center was built in 2015. Larry Allen moved, Clarence Thomas seconded, to authorize advertising the vacancy for a Facility Manager Technician, with a salary range of \$31,000 to \$35,000. Motion carried unanimously.

A Public Hearing was held at 9:20 a.m., as advertised, regarding Unanticipated Revenues and Budget Transfers within Fremont County's FY 2019-20 budget. County Clerk Julie Freese and Financial Assistant

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Joe Felix reviewed the advertised information that included grant funding for Public Health for COVID-19 expenses in the amount of \$100,000 and a Cash Reserve transfer to set up a COVID-19 budget. Jennifer McCarty moved, Mike Jones seconded, to approve Resolution No. 2020-07, Budget Amendment No. 4. Motion carried unanimously. County Clerk Julie Freese stated that to date, approximately \$36,000 has been expended for COVID-19 related expenses and the separate budget will be helpful for expense tracking purposes in the event any reimbursement will be available in the future.

Fremont County Sales Tax for Economic Development Committee members Gary Michaud, Kevin Kershisnik and RaJean Strube-Fossen were present via speaker phone to review the actions taken by the Committee since their last meeting with the Commission in January as follows: Riverton and Lander legal counsel reviewed and updated the ballot and resolution language, 2/3 of Municipalities have approved a Resolution requesting a one-half percent sales and user tax for economic development be placed on the 2020 Primary Ballot; Specific county economic development projects have been identified and will be narrowed down for advertising to the public; and Memorandum of Understanding between County and Municipalities for the management of these funds has begun. Economic development projects ideas for Riverton and Fremont County were reviewed: Commercial air and bus service, matching funds for State and Federal grants, COVID-19 business assistance, County Museums, County Libraries, Airport Road, Recreation, Outdoor and Healthcare industries. Chairman Becker asked fellow Commissioners if there was a vote to move forward with placing a ½ percent tax initiative on the Primary 2020 ballot for economic development projects. There was no action made to do so.

A Public Hearing was held at 10:00 a.m., as advertised, for a new Restaurant Liquor License submitted by Bug Doc LLC d/b/a Lovey's Lunchbox. The hearing was postponed from the March 24<sup>th</sup> meeting which was cancelled. The applicants were not present. It was noted that an amendment is needed on the lease agreement for the building which was not available at this time but expected by the end of the week. All other requirements have been met with the application and approved by the Wyoming Liquor Division. Larry Allen moved, Mike Jones seconded, to approve the new Restaurant Liquor License for Bug Doc LLC d/b/a Lovey's Lunchbox, pending receipt of the amended lease agreement. Motion carried unanimously. The liquor license will be in effect to coincide with all other county licenses for April 15, 2020 through April 14, 2021. Receipt of the annual fee was acknowledged.

County Treasurer Tom Majdic provided a status update on the 11 year old postage machine. Deputy Treasurer Jim Anderson and Financial Assistant Joe Felix were present. Jennifer McCarty moved, Mike Jones seconded, to authorize \$11,500 for the Postage Machine from the Capital Revolving Fund Emergency Repair Line Item and approve the lease agreement with Midwest Connect. Motion carried unanimously.

A webinar was held with Rachel Shrader, Army Corps of Engineers with input from Lander Assistant Mayor RaJean Strube Fossen. This was a preview to the Public Meeting scheduled for April 9<sup>th</sup> with the City of Lander to discuss the Draft Flood Risk Management Plan for the Popo Agie River in Lander.

County Clerk Julie Freese and Deputy Margy Irvine were present to review election related issues. A Contract between Wyoming Secretary of State's Office and Fremont County Clerk's Office was discussed that had to be signed prior to the meeting. The purpose sets forth the terms and conditions by which the County shall utilize requested funding (\$27,413.98) to lease e-poll book hardware and software, pay for data conversion for use within the 2020 Primary and General Elections. Mike Jones moved, Jennifer McCarty seconded, to ratify the Contract as presented. Motion carried unanimously. In a related matter, the Interagency Agreement between State of Wyoming, Office of the Secretary of State, and Fremont County was reviewed, that sets for the responsibilities of the County regarding the purchase of Election Systems & Software, LLC, testing, acceptance, safekeeping and ongoing maintenance of voting systems, equipment and software required and funded by the State and to further transfer ownership to the County. Mike Jones moved, Jennifer McCarty seconded, to approve the Interagency Agreement. Motion carried unanimously. All ballots will continue to be paper based and not tied to the internet in any manner. Discussion was then held on Vote Centers.

Julie Freese and Margy Irvine reviewed their intent to proceed with Vote Centers for the upcoming elections. Pursuant to W.S. 22-12-101 of the Wyoming Election Code, a polling place designated and used in the 2020 general election shall not be changed unless a notice describing the proposed change is posted on the county's official website, and published once a week for two weeks. Polling places may be located outside of the precinct if the board of county commissioners determine and records in its minutes the reasons that it is required by the public convenience. She requested the authority to advertise a public comment period and set a date to finalize the polling locations via Vote Center. This will effectively reduce the polling place

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locations from 17 to eight to be located at Dubois School Administration Building, Fort Washakie School Wrestling Room, Wyoming Indian High School Commons, Kinnear Fire Hall, Arapahoe School Charter Multipurpose Room; Riverton Fairgrounds Fremont Center, Shoshoni Senior Citizen Center and Lander at the Bob Carey Memorial Fieldhouse. Other voting methods still remain available such as early voting and absentee voting. These methods are available 45 days prior to the election. The Commissioners thanked Freese for considering the best options to accommodate the voters of Fremont County. They further will set a time of April 21, 2020 at 9:15 a.m. to review public comments pertaining to proposed changes of polling places.

In terms of the upcoming Election Budget, Julie Freese stated she will be asking for an additional temporary position for the Election Department. In election years, this has been a standard request for a certain time period.

In other business, County Clerk Julie Freese asked for authorization to rehire the Financial Assistant position. Joe Felix had submitted his resignation effective April 17<sup>th</sup> and she will not rehire at a higher level than what is being paid for the position now. Mike Jones moved, Jennifer McCarty seconded, to authorize rehiring for the Financial Assistant position not to exceed \$49,000. Motion carried unanimously. The entire Board acknowledged the outstanding job performed by Felix.

County Clerk Julie Freese and Deputy Margy Irvine reviewed a newly developed Protocol for County Offices/COVID/Illness/Time Off. In related actions that were approved during the interim since the last meeting of March 10, 2020, the following were reviewed. Mike Jones moved, Jennifer McCarty seconded, to ratify the COVID-19 Interim Leave Policy related to the federal Families First COVID-19 Response Act. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to ratify the action of March 16, 2020 entering into Phase 2 which closes all county offices to the public with employees working. Motion carried unanimously.

Wellness Coordinator Penny Fahey informed the Board that she will be relocating and is prepared to submit her resignation effective June 15, 2020. Executive Health Insurance Committee members Jim Anderson and Margy Irvine were in the audience. She then proposed a contractual agreement that would serve the Wellness Program for one year as an independent contractor which would allow her to work remotely with travel to Lander and Riverton monthly. Due to COVID-19, the premium reductions have been extended for six months and rescheduled the health fair to August. The Commissioners requested additional time to consider her contractual proposal and agreed to discuss again mid-May when budgetary considerations will be under way for the new fiscal year.

The following items in the Priority Mail were reviewed: Jennifer McCarty moved, Mike Jones seconded, to ratify the Catering Permit submitted by Cedar Bar for a wedding reception on March 21, 2020. Motion carried unanimously. Receipt of the \$25 fee was acknowledged. Jennifer McCarty moved, Mike Jones seconded, to ratify the March 17, 2020 decision to extend the Premium Reduction due date by six months due to COVID-19 issues. Motion carried unanimously. Larry Allen moved, Mike Jones seconded, to accept the offer from the Extension Office of a 2007 Chevrolet Malibu Sedan to transfer the vehicle to the County Pool Vehicle Fleet. Motion carried unanimously. Larry Allen moved, Mike Jones seconded, to set a replacement value of \$25,500 for the totaled 2000 Ford Ambulance (MS-12) for reimbursement purposes by lessee AMR. Motion carried unanimously.

County Clerk Julie Freese discussed the upcoming budget process and the one week extension she announced for all budgets to April 15, 2020. The Commissioners made the determination not to hold budget hearings this year as all departments have been asked to keep their budget static wherever possible and be detailed about any increases in their budget. If increases are requested for staff or other reasons, they will most likely be asked to attend a meeting to offer an explanation.

Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 12:40 p.m. and reconvene for a Regular Meeting on April 14, 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/ TRAVIS BECKER, CHAIRMAN  
FREMONT COUNTY COMMISSIONERS

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