

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
APRIL 20, 2021

FULL DETAILED REPORT

The Board of Fremont County Commissioners met in Regular Session at 9:00 a.m. with the following members present: Chairman Travis Becker, Larry Allen, Jennifer McCarty, Clarence Thomas and Mike Jones. County Clerk Julie A. Freese was present.

Larry Allen moved, Jennifer McCarty seconded, to approve the agenda as amended. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to approve the minutes of the Regular Meeting held on April 13, 2021. Motion carried unanimously.

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

<u>Vendor Name</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
A & I Distributors	Vehicle Maintenance	Oil/Fluids	\$615.15
Ace Hardware-Lander	Segregated	Materials/Supplies	\$542.54
Ace Hardware-Riverton	Segregated	Materials/Supplies	\$95.87
Airgas USA LLC	Transportation	Cylinder Rental	\$127.08
B & B Enterprises LLC	Planning	Signs/Supplies	\$47.25
Bailey Enterprises, Inc	Inventory	Fuel Account	\$17,095.87
Bank of the West Acct Analysis	Investment Pool	Analyzed Charges	\$223.91
Big Brothers Big Sisters of NW WY	TANF Grant	Grant Proceeds	\$2,201.52
Big Horn Co-Operative	Transportation	Parts & Supplies	\$60.50
Bloedorn Lumber-Lander	County Sheriff	Materials, Supplies	\$13.16
Centurylink	Computer Services	Telephone, Internet	\$929.00
Charter Communications	Computer Services	Internet Services	\$224.98
Coast to Coast Computer Products, Inc	County Sheriff	Supplies	\$1,449.55
Cowboy Chemical Inc	Detention Center	Laundry/Kitchen Supply	\$1,081.90
Cruikshank, Robert	Transportation	Reimbursement	\$255.97
Dentures & Dental Care	Detention Center	Inmate Medical	\$2,450.00
DOWL LLC	Road Construction	8 Mile Road	\$2,321.41
Dubois Frontier, The	County Assessor	Advertising	\$52.20
Eagle Uniform & Supply Co	Vehicle Maintenance	Laundry	\$78.52
Fontaine Law Offices LLC	District Court	Appointed Representation	\$1,162.50
Fremont County Solid Waste	County Buildings	Dump Fees	\$5.00
Fremont Motor Riverton, Inc	Vehicle Maintenance	Parts/Supplies	\$3,142.84
High Plains Power, Inc	County Buildings	Utility Services	\$1,557.93
Hometown Oil, Co	Vehicle Maintenance	Supplies	\$292.55
Inberg-Miller Engineers	Road Construction	Road Project	\$12,004.50
Kairos Communications	Prevention Program	County 10 Advertising	\$1,250.00
Lander Medical Clinic PC	Segregated	Medical	\$8,556.00
Lander Valley Auto Parts	Segregated	Parts/Supplies	\$739.14
Lawson Products, Inc	Vehicle Maintenance	Parts/Supplies	\$192.83
Mahlum, Zachary Hamilton	District Court	Court Appointment	\$202.50
Master's Touch LLC	County Treasurer	Postage Replenish	\$2,121.41
Midwest Connect	Support Services	Postage Machine	\$1,680.00
Mountain Dental PC	Detention Center	Inmate Medical	\$774.00
Mr D's Food Center, Inc	Detention Center	Supplies	\$276.41
Napa Auto Parts-Riverton	Transportation	Parts/Supplies	\$2.83
Nelson Engineering	Horse Creek Road	Surveying Services	\$315.00
NMS Laboratories	County Coroner	Toxicology Services	\$2,369.00
Norco, Inc	Transportation	Safety Supplies	\$45.88
Office Shop Inc, The	Computer Services	Copier Lease	\$1,376.00
Palace Pharmacy	Detention Center	Inmate Rx's	\$6,365.05
Post, Raymond	Segregated	Car Wash	\$40.84
Quadient, Inc	Segregated	Services	\$81.42
Quill Corporation	Segregated	Office Supplies	\$416.94
Reed's Moghaun Office Supply	Clerk of District Court	Office Supplies	\$52.15
Remote Satellite Systems	Search & Rescue	Equipment	\$112.00
Riverton Ranger, Inc	Harris Bridge Replacement	Advertising	\$78.00
Rocky Mountain Power	Segregated	Utilities	\$10,908.36
Schaub, Gregg	Transportation	Reimbursement	\$290.10
Shoshoni, Town of	County Buildings	Water/Sewer	\$56.00
Six Robbles', Inc	Vehicle Maintenance	Parts	\$9.63

County Commissioner Minutes
 April 20, 2021

Smith Psychological Services	County Sheriff	Psychological Services	\$400.00
State of Wyoming	Public Defender	FY 2021 County Supplement	\$128,390.61
Teton Pathology PC	County Coroner	Histology Pre Prep	\$100.00
Traveling Computers	Computer Services	Computer Supplies/Services	\$845.50
Truenorth Steel, Inc	Road Material Inventory	Materials	\$41,353.60
Union Telephone Company	Segregated	Cellphones	\$546.07
US Foods, Inc	Detention Center	Inmate Board	\$3,281.57
Winsupply of Riverton	County Buildings Detention	Materials/Supplies	\$156.63
WY Dept of Transportation	Vehicle Maintenance	Transfer County Plate	\$4.00
WY Public Health Laboratory	Public Health	Lab Fee/Supplies	\$360.00

The following items in the Signature File were reviewed: 1) letter to Governor Gordon and Wyoming Office of Homeland Security notifying them of the new hire of Vonda Huish as Fremont County Emergency Management Agency Coordinator; 2) letter of acceptance from Vonda Huish as the Fremont County Emergency Management Agency Coordinator; and 3) Record of Proceedings.

The following items in the Priority Mail were reviewed: 1) acknowledgement of the AMR Termination of Contract with Fremont County, effective June 30, 2021.

The public comment period was held:

Shoshoni Mayor Joel Highsmith acknowledged the fact that there have been no RFP's returned for the Emergency Management Services for Fremont County and the pending expiration of the AMR contract. He suggested a team approach to help solve the problem with a long term solution, and bring the municipalities, tribes, hospitals, etc. to the table. There are several band aid opportunities but a long term solution needs to be found.

Fremont County Library Director Anita Marple requested approval to rehire a Maintenance position for the Riverton Branch Library. This was a full time position with a \$14.75/hour wage but they are proposing to change to a part-time position of 30-hours/week at \$13.25/hour as their choice due to the current economic downturn. Board member Perry Cook was present on Zoom and acknowledged the Library Board's concurrence with the proposal. The reduction to the 30-hours/week position results in a \$20,155 per year savings to the salaries and benefits line item. Marple stated they continue to rethink the Library system and needs as a whole. Jennifer McCarty moved, Mike Jones seconded, to approve the rehire of a 30-hours/week Maintenance position at \$13.25/hour. Voting against the motion: Larry Allen. Motion carried.

Three RFP's received for the Agriculture tenant were reviewed for lease of agricultural property located at 1249 Major Avenue in Riverton, consisting of approximately 112 acres. The RFP advertised was for a one-year term with the option of three yearly renewals. Bids were received from: 1) Dave Long - \$12,105 for a five year in order to cover investment of improvements (seeding, etc.); 2) Steve Husted - \$13,766; and 3) Brian Williams - \$15,655. Long and Williams were present via Zoom, and Williams stated he would be very interested in a five-year lease but submitted his proposal based on the advertised RFP and did not request that term length, but would like the longer term for the same reasons to cover initial investment costs. Vice-Chairman Allen stated the property needs attention (weeding, reseeding, etc.) and his concern of its appearance as it adjoins the Fremont County Justice Center. He is agreeable to extending the lease and also designating an overseer to insure that lease conditions are being met. He agreed with comments that an earlier date should be set for the lease agreement commencement date, instead of the current lease start date of May 1st. Larry Allen moved, Jennifer McCarty seconded, to award the lease to Dave Long for a five-year term. Voting against the motion: Mike Jones, Jennifer McCarty and Travis Becker. Motion failed. Jennifer McCarty moved, Mike Jones seconded, to award the lease to Brian Williams. Voting against the motion: Clarence Thomas, Larry Allen and Travis Becker. Motion failed. As additional time was needed for further discussion, the topic was revisited later in the meeting when Larry Allen moved, Clarence Thomas seconded, to award the lease agreement to Dave Long with a term beginning May 1, 2021 for a five-year term with Commissioner Allen being the overseer of the terms of the agreement. Voting against the motion: Mike Jones. Motion carried.

Commissioner Clarence Thomas was absent from the meeting.

Fremont County Planning Director Steve Baumann joined Popo Agie Homeowners Association representative Bill Lee to continue discussion on the Popo Agie Ranch Estates wishes to utilize the County maintained roadway within the Subdivision for the purpose of minimizing flooding by raising the height of the roadbed to contain the floodwaters of the Middle Fork of the Popo Agie River. Association

representative Jim Corbett was present in the audience. Baumann had submitted information stating that since all requested construction is within the FEMA designated Floodway, in order for the construction to occur, the landowners must receive a Floodplain Development Permit from the Fremont County Department, who is responsible for the implementation of the Fremont County Floodplain Zoning Regulations. As the Regulations do not allow any construction within the designated floodway, a Variance must be granted to allow construction. The HOA hired an engineering firm to perform an analysis of the Hydraulics and Hydrology of that section of the Middle Fork of the Popo Agie to ensure the results of the construction will not increase the projected elevation of floodwaters above or below the construction area. This study was completed and produced a 'No Rise' certificate, indicating that the construction will not adversely impact any landowners above or below the construction and will comply with the FEMA requirements of a 0.00' rise in floodwater caused by the development. The certificate is a requirement of the Variance to the Regulations. Baumann believes the Conditions for Variance have been met and recommended the Variance approval. Larry Allen moved, Mike Jones seconded, to approve the Request for Variance from the Popo Agie Ranch Estates for the construction of a berm along the Middle Fork of the Popo Agie River which will allow the Fremont County Planning Department to issue a Floodplain Development Permit for the construction. Motion carried unanimously. A letter from the Popo Agie Conservation District was also acknowledged that expressed their support for the project.

Fremont County Planning Director Steve Bauman presented the proposed Planning Department fee schedule for FY 2022 as discussed during the April 6th meeting. A 45-day comment period will need to be advertised to allow the new fees to be in place for the new fiscal year. Mike Jones moved, Jennifer McCarty seconded, to approve the proposed fee schedule and commence with the legal advertising for a Public Hearing. Motion carried unanimously.

Transportation Department Administrative Secretary Jill Johnson was present, representing Superintendent Billy Meeks, to discuss the proposed Access Road and Easement Fee as recommended at an earlier meeting. Upon approval to move forward, a 45-day comment period and Public Hearing date will be advertised to allow the new fees to be in place for the new fiscal year. Mike Jones moved, Jennifer McCarty seconded, to approve the proposed fees and commence with the legal advertising. Motion carried unanimously.

In another matter, Steve Baumann informed the Board that WYDOT has approved a planning study grant for Hillcrest Drive which will require a 20% match to be split between City of Lander and Fremont County (\$6,250 each).

Transportation Department Administrative Secretary Jill Johnson provided an update to the situation on Bass Lake Road that necessitated a road closure the previous weekend. The annual flushing by Midvale Irrigation District resulted in culvert issues that in turn caused some road damage. Repairs are being conducted by the County with help from the District to repair the damage. She expected the Road to be reopened later in the day.

County Clerk Julie Freese reviewed the recent letter from the Department of Audit, Public Funds Division, regarding the Status of Dissolution of Mountain View Acres Improvement & Service District. The Department notified the County in January, 2021 regarding the failure of the District to file the required reporting to the Department by the statutory date of December 31, 2020. On January 13, 2021, the entity submitted their 2020 Annual Census report. As a result, the letter further stated that pursuant to W.S. 22-29-401 et seq., the County should have taken steps to seek the dissolution or reinstatement of this entity. As several steps were missed in the process, the Department suggested a resolution to retain the entity would keep them in compliance. Mike Jones moved, Jennifer McCarty seconded, to approve Resolution No. 2021-13 "Mountain View Acres Improvement and Service District Retention", stating in part that it is not in the best interest of the District to dissolve them at this time. Motion carried unanimously.

In a related matter, Julie Freese outlined the same situation occurred with the Never Sweat Recreation District. Mike Jones moved, Jennifer McCarty seconded, to approve Resolution No. 2021-14 "Never Sweat Recreation District Retention", stating in part that it is not in the best interest of the District to dissolve them at this time. Motion carried unanimously.

Commissioner meeting reports were given:

Vice-Chairman Larry Allen, along with fellow commissioners Clarence Thomas, Mike Jones and Jennifer McCarty, Chief Civil Deputy Jodi Darrough and Fremont County Transportation Superintendent Billy Meeks attended the meeting with the Wind River Intertribal Council, their Transportation representatives and BIA Superintendent. The meeting was called by the WRITC to continue discussion on their Resolution to take Trout Creek, Ethete, North and South Fork Roads into tribal inventory. That status would provide federal funding opportunities for maintenance. The group was able to come to an agreement that the County maintain ownership; however, enter into a Memorandum of Understanding with the Tribes who can then qualify for the federal funding. Chief Civil Deputy Jodi Darrough stated the MOU will not address ownership issues or change jurisdiction. Allen stated it was a very productive meeting and monthly meetings will be continued into the future.

Commissioner Jennifer McCarty also stated her satisfaction with the outcome of the meeting with the WRITC and looks forward to continued dialog.

Commissioner Mike Jones was also happy with the WRITC meeting which he felt was very productive. He attended the monthly Solid Waste Disposal District meeting were they continue looking at the long term strategic plan on post closure and what that means to the County.

The time set to review RFP's on the Emergency Service Division was held; however, no RFP's had been submitted for the service to date. The current contract with AMR will expire June 30, 2021, and the company, at this time, has declined to submit an RFP. Chairman Becker thanked the individuals in the audience (an attendance list of 15 attendees is on file in the Commissioners' Office) and proceeded to read a prepared statement from the Fremont County Commissioners: "To the people of Fremont County: At this point in time, we did not receive any proposals to run the ambulance service for Fremont County. We are aware of a couple of different companies who have shown interest, and we certainly would encourage them to come forward very soon. We will keep the date open for any RFP's that may come our way. In the meantime, we want you to know that we are not, and will not, abandon this vital service. We will continue to seek the best options available, whether it be run by the private sector, or if Fremont County must operate the system again. To the fine folks who are working for the ambulance service now, rest assured that you will still be needed no matter the outcome. Your professionalism and dedication are vital to the success of the service, and we thank you for all that you do to help your friends and neighbors." Vice-Chairman Larry Allen stated the assets are and will continue to belong to Fremont County (ambulances, buildings, etc.). He further gave a brief review of three prospective bidders, two of which have declined to submit an RFP, and the third still expected to come in later this week. He further stated the recent meeting with the Wind River Intertribal Council indicated their concern and wants to help all they can as there may be funding available to them for equipment which they will pursue. Shoshoni Mayor Joel Highsmith spoke and stated a Thursday meeting with Fremont County Association of Governments (all Mayors and County Commission representative) will meet with the main topic of looking at ambulance service options and agreeing to work together to look at a long term solution and review prospective funding models. Lander Mayor Monte Richardson echoed Mayor Highsmith's comments and agreed everybody needs to be at the table, this effects everybody in Fremont County. Dubois residents Harold Albright and Margaret Wells stated their community, including Crowheart, is forming a First Responders Group of experienced and qualified personnel and another committee has been working for some time on Dubois Project Impact for pre-hospital medical response for the community. In another matter, Wells asked about the status of the County returning the mass casualty trailer to Dubois after moving it to Riverton last year due to the COVID-19 pandemic. Vice-Chairman Allen stated Homeland Security requested the move so that all three trailers be centrally located during the pandemic, he will visit with the newly hired Emergency Management Coordinator to see what her recommendation is regarding the location of the units. Chairman Becker stated there has been a recent discussion with Senator Cale Case regarding legislative action to allow for an Emergency Medical Services District. Also speaking was Tracy Sessions who expressed concern with the current situation and what direction the County might be going. Desirae Jellis, current AMR employee, stated sustainability is a huge issue, and discussed various items the Commissioners need to consider if taking the service back (billing, medical director, etc.). AMR Operations Manager Diane Lane thanked the Commissioners for their public statement and stated she has worked with both Guardian and then AMR when the County privatized five years ago and expressed concern on that contract ending June 31st, which does not give a lot of time for a transition period, either to another entity or back to the County. She stated her willingness to work with whatever plan is put in place.

Commissioner Clarence Thomas returned to the meeting at this time.

County Clerk Julie Freese and Treasurer Jim Anderson reviewed the FY 2021-2022 Capital Revolving Request list as prioritized by the Committee. No purchase was funded for FY 2020-2021 and Anderson reminded the board that \$914,000 was transferred from the Capital Revolving Fund to help balance the budget for this fiscal year. The 25 items requested totaled \$1,537,242 from various departments, with the largest individual request from Transportation for a Motor Grader costing \$354,500. Chairman Becker stated there may be another funding avenue for the piece of equipment and asked that further discussion be continued until the May 4th meeting at which time he will know if it need to remain on the list or be removed.

AMR Operations Manager Diane Lane presented a quarterly report. Joining her were Operations Supervisors Julia Miller and Ron Kube and Administrative Assistant Carol Harper. For the time frame January 1, 2021 through March 31, 2021, there were 1,324 runs. A detailed report for this time period was also distributed regarding each individual call. Use of the County Map Server program was discussed, and they indicated it is not their first source for addresses as it does not give step by step directions, but staff are aware of it and can use as warranted. In closing, Vice-Chairman Allen stated his intent to have Lane and her supervisors at the table for any negotiations for the EMS provider. Chairman Becker closed the session by stating the County is very aware of the importance and need of the EMS system and personnel and reiterated the County will not let it go away.

Budget hearings were held:

WIC--Ronda Elias was present by Zoom. Last year's budget was \$107,942 and this year's request is \$81,184 (later reduced to \$76,422). They have made their technician a full time position. They currently are not trying to get a WIC nurse as this has not been successful in keeping someone in this position. Their budget from the state is based on their client load which is 500 clients per year. They have had a decrease in the last year, but the numbers are increasing this year. Travel needs were discussed. None of the travel should be coming out of the Fremont County budget. After further discussion, the travel will be dropped and the state will pick this up. The admin fee is based on the salary and benefits (5%) and is to be paid to the county.

BUILDINGS—JR Oakley was present. Last year's budget was \$852,725 and this year's request is \$834,404. This budget has been reduced based on what JR heard at the retreat with the county officials and department heads. They will see a reduction in costs due to two buildings (Lander Extension building and North 8th West Nurses building in Riverton) being listed for sale. JR also is working on natural gas prices and is looking at .302 per therm for a 3 year fixed rate. They are also looking at propane prices and how to get propane at a better rate. Commissioner Allen suggested looking into other county-type departments to see if the county can join their bid for better propane prices. JR provided a 5-year plan and prioritized a list of items that needs to be considered over the next 5 years. The list is divided into less than \$10,000 and greater than \$10,000. Commissioner Jones mentioned having the over \$10,000 priorities on the Capital Revolving list. JR will send more information to the County Clerk to run it through the Capital Revolving Committee for consideration for the May 4, 2021 Capital Revolving funding. Discussion was held on restrooms in the Courts area since the installation of a gate between the courts and main floor restrooms during the COVID pandemic last year. The courts would like to have the gate remain closed at all times but then they don't have a handicapped bathroom in their area. JR's thoughts are that during trials, they will have to re-open the gates to give access to the main floor restrooms. The \$3,000 on 75611 is to take the traveling judges' office and remodel it into two rooms and use part of the office for staff. This amount will also appear in the District Court's budget. JR also gave his report on the overage in his budget due to the remodel and move of county offices.

BUILDINGS DETENTION –JR Oakley was present. Last year's budget was \$306,605 and this year's request is \$301,726. There is not a significant change in this budget. They are working through a grant to replace detention doors. The endowment fund is also being considered for replacements. During the retreat, it was mentioned that if you need to travel for your job, you can add in travel related travel. The sheriff likes the maintenance department to be certified on the Brinks locks so there is money in the budget for travel to Chicago for a week's long training. Julie will work with JR on the training and travel line items.

COUNTY CORONER—Mark Stratmoen was present. Last year's budget was \$381,249. This year's budget is requested at \$380,309. His department has been lucky not to have any large recoveries that would hurt their budget. Supplies and materials and toxicology do go up every year. Having the Forensic

Pathologist in Fremont County has helped to keep costs down. Mark has presented a smaller budget than last year. They have not had to travel lately so those line items were less.

COUNTY ATTORNEY—Pat LeBrun was present. Last year's budget was \$1,288,284. This year's request is \$1,285,796. There is a supplemental request to have a 2nd civil attorney. If approved, Pat will implement this new position as inexpensively as possible. He would like the 2nd civil attorney to possibly come straight out of law school. This will be very helpful to the current Civil Attorney. Pat would start this employee at a base rate, making the cost \$92,704 total in addition to this budget packet. This should reduce the turn-around time when civil requests come in from departments. The state will reimburse a portion of the attorney's wages (50% or \$27,000 whichever is less). Commissioner Allen asked how long the state will reimburse the counties for the attorney's. Pat stated they have always reimbursed the county. Larry also asked what they would get in terms of a secretary. Pat stated they will do with what they have in the secretarial pool. If approved, the net addition to his budget would be \$65,704 after the reimbursement of \$27,000 is reimbursed to the county.

DISTRICT COURT—Judge Conder was present. Last year's budget was \$141,447. This year's budget request is \$120,150. Judge Conder explained the court system and its purposes and what he presides over. They had 833 cases this past year—the 5th highest in the state. Fremont County is working at 1.49 judges work load. Throughout COVID they have not been closed. They have had two in-person trials and have been working in the courts. Statutory requirements on infrastructure and the appointment of counsel in the cases of abuse and neglect—these are county required functions. He has discontinued the Administrative Court Assistant position saving \$31,000. They are operating at a bare minimum otherwise. Commissioners asked how we could get another court appointed judge based on our caseload. Having court space would be part of this to get another judge appointed. They can approach the legislature for another judge. Discussion on remodeling of the court area was held. The \$3,000 requested is the same request that came from Building Maintenance to turn the travel judges' office into two rooms. A restroom also needs to be addressed. Commissioner Jones asked about the e-filing requirements coming to the courts. Judge Conder felt it will be a lot of work up front, but a savings in the end and probably more efficient.

CLERK OF DISTRICT COURT—Kristi Green was present. Last year's budget was \$513,325. This year's budget request is \$480,837. Kristi mentioned that her longest termed employee will retire in July. She would like to restructure the duties and move that money around to other employees. The caseload filed in her office have not reduced even with COVID. Her office deals with judges around the state as well as those in the county. A court clerk is a specialized position. They have to be bonded, have a background check, and be fingerprinted. Kristi competes with a higher pay scale than the state and private sector. Her request to restructure would be made by taking the replacement salary (\$51,200) and replace this position with a \$40,000 position, increase one employee from \$44,200 to \$46,500 and the other employee from \$40,000 to \$42,500. That would leave a replacement that still needs filled at \$31,500. They have been asked to be a pilot court for the state for the new computer system changes that would eventually be the framework for the e-filing system. They have to pay for the training and the state pays for the computer changes. If the employee changes are approved the savings from last year to this year would be \$35,016. The new budget would then be \$478,309. Commissioner Becker asked Kristi if she's still having records storage problems and if the e-filing gets completed would it reduce that problem. Kristi it may reduce that issue and stated she can send records to the Archives in the meantime.

PUBLIC HEALTH—Becky Parkins. Public Health Budget. Last year's budget was approved at \$309,000 but didn't get transferred correctly. This year's request is \$289,035. This budget is the only General Fund budget. The County pays 35% of the nurses' wages as a reimbursement to the state. Becky has had a hard time getting these positions filled. The county employees in this budget are an Administrative Assistant and Secretary. Due to COVID Becky has been able to pay for some supplies out of COVID grants she has received. Becky said it would be hard to fill the nurse positions and this is generally due to the salary rate the state is paying. If Becky is successful in filling the other nurse position, the amount for reimbursement will be correct. If not, the amount to reimburse the state can be reduced.

EMERGENCY PREPAREDNESS. This is a grant funded program. Last year's budget was \$102,600 and this year's budget is also \$102,600. This is a grant for the emergency preparedness. The employee who runs this program is low on the pay scale and the state has encouraged Becky to ask for an increase in wages which is covered by the grant and has been denied by the commissioners in recent years and if not used the grant will require the money back. Commissioner Becker asked for a narrative on giving this increase for the commissioners to consider. Commissioner Thomas wanted to make sure the federal

grant allows the county to adjust the budget amount for a salary increase. Julie will work with Becky to make sure this request matches the grant guidelines.

EMERGENCY MANAGEMENT—Vonda Huish was present. Last year’s budget was \$159,684. This year’s budget request is \$159,256. The emergency management preparedness grant is established at 50% reimbursed by the state with monies expended by the County in support of the EMA. A new vehicle has been requested through the CRF. Currently Vonda will not be using the county vehicle very much until the new vehicle is approved. Fuel costs should be reduced for a time. A new Administrative Assistant will eventually be hired. Vonda is working on a list of duties for the Administrative Assistant position. Vonda will be working to move away from the Wyoming.com emails as a first priority. Vonda will check the \$1500 for computer supplies that isn’t identified as to what it pays for. Kevin will cover the computer replacements through the capital revolving.

TREASURER--Jim Anderson was present. Last year’s budget was \$747,561. This year’s budget request is \$764,027. Jim feels this department has had a very barebones budget for several years. They need more in postage and advertising. The tax sale is huge and must be advertised by law. They are looking into sending reminder postcards to see if this will help reduce the advertising costs. As a continuation of COVID, they are still sending out many renewals from their office. They have implemented a \$1.00 fee to help recoup that cost. For plates that is a \$3.00 charge. Jim discussed the disparity of the staffing wages. They struggle with the amount of staff they have especially if the Riverton Office gets opened. If they have people off sick and one in Riverton, it’s hard to keep up with the customer demands. Jim didn’t have this in writing, but would like to eventually have an additional PT position. Salaries of his staff makes \$30,000 or less. His staff makes much less than most all entry level Treasurer Offices in the state. The starting salary across the state is \$32,000-\$38,000. They don’t have to be certified but they do have to deal with money and statutes with every customer. It takes a great deal of time to train the employees and that is not easy to have to rehire every 6 months. Large costs are the computer programs (maintenance and support) that run the property taxes, vehicle registrations, sales tax and finance package. Increases are seen in postage and advertising. Some travel is added and reflects re-opening the Riverton. A chief Deputy is still being pursued and its going well. He is very thankful to Scott Harnsberger in helping out in the interim. He anticipates about \$29,000 more in revenue this current year and at least \$11,000 for next year.

Commissioner Clarence Thomas expressed concern with salary disparities and asked for county-wide salary information for comparison purposes. The SOC chart is updated and Julie will put together a list of current employees and salary amounts. Levels were again discussed as a method to allow managers to pay employees on a level that matches their abilities.

There being no further business, Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 4:20 p.m. and reconvene for a Regular Meeting on May 4, 2021. 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/ TRAVIS BECKER, CHAIRMAN
FREMONT COUNTY COMMISSIONERS

ATTEST:

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