

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

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

**OFFICIAL MINUTES**

The Board of Fremont County Commissioners met in Regular Session at 9:00 a.m. with the following members present: Chairman Travis Becker, 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.

Bills are listed in the following format: Vendor Name – Department – Description – Amount. 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-\$17095.87; Bank of the West Acct Analysis-Investment Pool-Analyzed Charges-\$223.91; Big Brothers Big Sisters of NW WY-TANF Grant-TANF CPI Grant - \$2201.52; 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 -\$1449.55; Cowboy Chemical Inc-Detention Center-Laundry & Kitchen Supply-\$1081.90; Cruickshank, Robert-Transportation-Reimbursement-\$255.97; Dentures & Dental Care-Detention Center-Inmate Medical-\$2450.00; DOWL LLC-Road Construction-8 Mile Road -\$2321.41; 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-\$1162.50; Fremont County Solid Waste-County Buildings-Dump Fees-\$5.00; Fremont Motor Riverton Inc-Vehicle Maintenance-Parts / Supplies-\$3142.84; High Plains Power, Inc-County Buildings-Utility Services-\$1557.93; Hometown Oil Co-Vehicle Maintenance-Supplies-\$292.55; Inberg-Miller Engineers-Road Construction-Road Project-\$12004.50; Kairos Communications -Prevention Program-County 10 Advertising-\$1250.00; Lander Medical Clinic PC-Segregated-Medical - \$8556.00; 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-\$2121.41; Midwest Connect-Support Services-Postage Machine-\$1680.00; 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 -\$2369.00; Norco Inc-Transportation- Safety Supplies-\$45.88; Office Shop Inc, The-Computer Services-Copier Lease-\$1376.00; Palace Pharmacy-Detention Center-Inmate Rx's-\$6365.05; 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-S & R Equipment-\$112.00; Riverton Ranger, Inc-Harris Bridge Replacement-Advertising-\$78.00; Rocky Mountain Power-Segregated-Utilities-\$10908.36; Schaub, Gregg-Transportation-Reimbursement-\$290.10; Shoshoni, Town Of-County Buildings-Water/Sewer-\$56.00; Six Robblees' Inc-Vehicle Maintenance-Parts -\$9.63; Smith Psychological Services-County Sheriff-Psychological Services-\$400.00; State of Wyoming-Public Defender-FY 2021 County Supplement-\$128390.61; 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 -\$41353.60; Union Telephone Company-Segregated-Cellphones-\$546.07; US Foods Inc-Detention Center-Inmate Board-\$3281.57; 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 Fees/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. Board member Perry Cook was present on Zoom and acknowledged the Library Board's concurrence with the proposal. 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. 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. 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 6<sup>th</sup> 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.

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:

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.). 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 31<sup>st</sup>, 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 4<sup>th</sup> 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.

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).

**BUILDINGS**—JR Oakley was present. Last year's budget was \$852,725 and this year's request is \$834,404.

**BUILDINGS DETENTION** -JR Oakley was present. Last year's budget was \$306,605 and this year's request is \$301,726.

**COUNTY CORONER**—Mark Stratmoen was present. Last year's budget was \$381,249. This year's budget is requested at \$380,309.

**COUNTY ATTORNEY**—Pat LeBrun was present. Last year’s budget was \$1,288,284. This year’s request is \$1,285,796.

**DISTRICT COURT**-Judge Conder was present. Last year’s budget was \$141,447. This year’s budget request is \$120,150.

**CLERK OF DISTRICT COURT**—Kristi Green was present. Last year’s budget was \$513,325. This year’s budget request is \$480,837.

**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.

**EMERGENCY PREPAREDNESS**. This is a grant funded program. Last year’s budget was \$102,600 and this year’s budget is also \$102,600.

**EMERGENCY MANAGEMENT**—Vonda Huish was present. Last year’s budget was \$159,684. This year’s budget request is \$159,256.

**TREASURER**--Jim Anderson was present. Last year’s budget was \$747,561. This year’s budget request is \$764,027.

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](http://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