

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
MAY 3, 2023

OFFICIAL MINUTES

The Board of Fremont County Commissioners convened in Regular Session at 9:00 a.m. The following members were present: Chairman Larry Allen, Vice-Chairman Mike Jones, Jennifer McCarty, Clarence Thomas (via Zoom) and Ron Fabrizius. County Clerk Julie A. Freese was present along with Civil Deputy Attorney Nathan Maxon.

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

Jennifer McCarty moved, Ron Fabrizius seconded, to approve the minutes of the Regular Meeting held on April 18, 2023. Motion carried unanimously.

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

Bills are listed in the following format: Vendor – Department – Description – Amount: 2 M Construction Inc-Road Material Inventory-Gravel-\$222000.00; A & I Distributors-Vehicle Maintenance-Oil/Fluids-\$1092.64; Ace Hardware-Riverton-Vehicle Maintenance-Materials/Supplies-\$40.71; Albright, Harold-Planning-Reimburse Expenses-\$84.00; Alexander Excavation-Road Construction-North Fork / Riverview -\$244077.17; American Family & Life Ins.-Segregated-Insurance-\$5228.88; Amerigas-County Buildings-Utility Service-\$1184.75; Aragon, Rebecca-Public Health-Expense Reimbursement-\$40.00; Artery Construction Inc-Transportation-Contract Services-\$8195.00; B & B Enterprises LLC-Planning-Signs & Supplies-\$255.00; B&M Septic & Excavation Services LLC-Transportation-Contract Services-\$2410.00; Barcodes LLC-County Clerk-Materials / Supplies-\$424.76; Black Hills Energy-County Buildings-Utility Service-\$8344.59; Black, David P-District Court-Jury Duty-\$248.00; Blankman, Jacob D-District Court-Jury Duty-\$288.00; Blue Cross Blue Shield Of WY-Co Admin-Health Insurance Claims-\$353891.24; Brown, Charles Jr-District Court-Jury Duty-\$43.00; Burden, Dan-County Buildings-Security Service-\$1147.50; Byers, Joshua W-District Court-Jury Duty-\$60.00; Bynon, Lloyd E-District Court-Jury Duty-\$60.00; Cachelin, Trisha L-District Court-Jury Duty-\$152.00; California State Disbursement-Payroll-Child Support-\$553.75; Capital Business Systems, Inc-Covid 19 Grant-Supplies & Service-\$74.16; Cloud Peak Counseling Center-Health & Welfare-Title 25-\$1625.00; Colonial Life & Accident Ins-Segregated-Insurance-\$699.07; Conder, Jason M-District Court-Expense Reimbursement-\$102.06; Daigle Law Group LLC-County Sheriff-Training -\$494.98; Dekleine, Kacie N-District Court-Jury Duty-\$30.00; Dewitt, Kadon M-District Court-Jury Duty-\$82.00; Dowl LLC-Road Construction-Contract Services-\$740.00; Doyle, Morgan D-District Court-Jury Duty-\$65.00; Dubois Telephone Exchange-County Sheriff-Telephone Service-\$721.32; Eaton Sales & Service, LLC-Fuel Facility- Repairs/Services-\$667.75; Empower Trust-Segregated-Wyoming Benefits-\$8505.00; ESRI-Segregated-Map Maintenance-\$11410.00; Finney William F-District Court-Jury Duty-\$30.00; Floyd's Truck Center WY-Vehicle Maintenance-Parts/Tires-\$936.94; Fremont Chevrolet GMC-Capital Asset Acquisitions-Vehicles-\$64704.00; Fremont County Treasurer-Co Admin-Health Insurance-\$356876.00; Fremont County Treasurer-Co Admin-Section 125 Benefits-\$34727.97; Gallinger, Terry L-District Court-Jury Duty-\$120.00; Garnishments - Other-Payroll-Garnishment-\$577.367; Grainger-County Buildings-Materials / Supplies -\$517.32; Hahn, Calie R-District Court-Jury Duty-\$59.00; Healthsmart Benefit Solutions-Segregated-Insurance-\$720.00; Hemocue America-Fremont County WIC-Supplies -\$599.00; Henery, Lisa M-District Court-Jury Duty-\$104.50; Jamison, Paula-District Court-Jury Duty-\$240.00; John Deere Financial-Transportation-Materials/Supplies-\$55.98; Kairos Broadcasting LLC-Prevention Program-Advertising -\$1616.00; Kessler, Douglas E-Planning-Expense Reimbursement-\$29.50; Keysaw, Tammalee M-District Court-Jury Duty-\$61.00; Kisling, Lisa-Public Defender-Rent-\$600.00; Lander Valley Auto Parts-Vehicle Maintenance-Parts/Supplies -\$44.48; Lander, City of-County Buildings-Water & Sewer-\$2606.26; Lawson Products, Inc-Vehicle Maintenance-Parts & Supplies -\$330.55; Leach, Rachel G-District Court-Jury Duty-\$60.00; Logan, Kari A-District Court-Jury Duty-\$63.00; Lynn, Randy K-District Court-Jury Duty-\$55.00; McCallister, Aaron-Transportation-Expense Reimbursement-\$290.11; Medow, Aubrey-Planning-Expense Reimbursement-\$37.50; Meyer's Gambles-Vehicle Maintenance-Parts/Supplies-\$56.10; Miller, Margaret-District Court-Rent/Appointments-\$780.00; Morneau, Anita-Maternal Child Health-Expense Reimbursement-\$68.00; Mr D's Food Center Inc-District Court-Supplies-\$90.41; Nelson, Colleen-ARPA Program Grant-Courthouse Remodel -\$1175.00; New York Life Insurance-Segregated-Insurance-\$133.11; Novo Benefits-Health Benefit Plan-Insurance Services-\$5410.59; Novotny, Edward D-District Court-Jury Duty-\$120.00; Office Shop Inc, The-Segregated-Service/Supplies-\$314.91; Ouray, Clarence L-District Court-Jury Duty-\$66.00; Payroll Taxes-Co Admin-Withholding/FICA-\$206558.88; Quigley, Ted L-District Court-Jury Duty-\$63.00; R C Lock & Key-County Buildings-Keys /Supplies-\$95.50; R T Communications-Dispatch Center-Telephone Services -\$444.11; Reed's Moghaun Office Supply-Segregated-Office Supplies-\$643.85; Riverton, City of-County Buildings-Water/Sewer-\$819.36; Roach, Rebekah-County Attorney-Expense Reimbursement-\$16.00; Skiba, Jill N-District Court-Jury Duty-\$30.00; Soule, Sierra-District Court-Rent-\$600.00; State Disbursement Unit-Payroll-Child Support-\$1960.41; State of Wyoming-Public Defender-Office Rent -\$1650.00; Susanka, Joseph G-District Court-Jury Duty-\$120.00; Sylvestri Customization-Prevention Program-Website Maintenance-\$2300.00; Terrance R. Martin PC-Public Defender-Rent-\$600.00; Total Net Salaries-Segregated-Salaries-\$681777.40; Tower, Kimber-Planning-Expense Reimbursement-\$31.50; Traffic & Parking Control Co Inc-ARPA Program Grant-Equipment & Supplies-\$74079.80; Traveling Computers-Segregated-Service/Supplies-\$12681.50; Treese, Rockford D-District Court-Jury Duty-\$63.00; Truax, Ariel M-District Court-Jury Duty-\$60.00; U.S. Identification Manual-County Clerk-Manual Updates-\$53.00; Vigil-Cook, Ramona-District Court-Jury Duty-\$60.00; WACERS-Transportation-Service/Supplies-\$2300.00; Whipp, Sarah-District Court-Jury Duty-\$30.00; Woodward, Ronald E-District Court-Jury Duty-\$61.00; WY Dept Of Employment-Segregated-Unemployment Claims-\$7208.00; WY Dept of Transportation-Vehicle Maintenance-Transfer County Plate-\$4.00;

WY SDU-Payroll-Child Support-\$880.00; Wyo Child Support Enforcement-Segregated-Child Support-\$850.00; Wyo Dept of Workforce Service-Co Admin-Workers Comp-\$28383.05; Wyoming Retirement System-Co Admin-Contributions-\$161235.53; Wyonet Inc.-Computer Services-Services/Supplies-\$5322.77.

Ron Fabrizius moved, Jennifer McCarty seconded, to approve a voucher from Wyoming Behavioral Institute in the amount of \$3,016 for one Title 25 patient, Fremont Counseling Service for March Title 25 patients and Ethos Transportation Assistance for one Title 25 patient transport. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Record of Proceedings. Mike Jones moved, Jennifer McCarty seconded, to approve an Inberg-Miller Engineers Proposal for Engineering Services for the Fremont County 2023 Striping Project in the amount of \$5,000. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a Fremont County Bore, Cut, Overhead and Parallel Public Utilities Right-of-Way Permit for City of Riverton for a waterline in Cooper Road. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to ratify approval of the EPA Water System Contact Information for the Fremont County Youth Camp. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve the letter to the BLM State Director informing them that Fremont County has elected to coordinate its participation with several other Wyoming counties with the assistance of the Wyoming County Commissioners Association and DJ&A Consulting in the Plan Amendment Process for the management of Greater Sage-Grouse. Motion carried unanimously. Several Health Insurance Plan Documents were reviewed. Mike Jones moved, Jennifer McCarty seconded, to approve the Optum Managed Transplant Program for FY 2023-2024. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve the Fremont County Marketing Overview for FY 2023-2024 without the Springbuk product. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to ratify approval of the Stop Loss Renewal Offer from Voya Employee Benefits for FY 2023-2024. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve the Contract between Wyoming Department of Health, Behavioral Health Division and Fremont County Commissioners as Governing Body for the Court Assisted Supervised Treatment of Fremont County totaling \$209,125.74. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve the Contract between Wyoming Department of Health, Behavioral Health Division and Fremont County Commissioners as Government Body for the Juvenile Treatment Court of Fremont County totaling \$216,725.98. Motion carried unanimously.

Numerous ARPA and LATC funded project bids were reviewed. Mike Jones moved, Jennifer McCarty seconded, to accept a bid for an ISS project from Traveling Computers, Inc. for a 10 GB Network Upgrade for \$18,968. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to accept a bid for an ISS project from Traveling Computers, Inc. for Griffey Hill Network Tower in the amount of \$9,000. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to accept an Emergency Management Agency project bid from Amazon for office equipment in the amount of \$1,507.72. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a Buildings project bid from Wyo Glass LLC for the entryway update for CAST offices at the South Federal Building in Riverton in the amount of \$11,931. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to accept the Treatment Courts project bid from various vendors for remodel, office furniture, etc. in the amount of \$12,437.07. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to accept the Buildings project bid to replace carpeting in the Sheriff's Office lobby and Dispatch Center from Ron's Flooring in the amount of \$30,515.05. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a Recreation Commission project bid for the Youth Camp remodel from various vendors totaling \$131,509.76. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to re-authorize the Fair Painting Project for the main buildings from \$62,700 to \$63,930. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to accept the bid from Samuelson Painting, Inc. for the Fair Painting Project in the amount of \$63,930. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to re-authorize the Buildings Window Replacement Project for the entryway of the South Federal Office from \$6,000 to \$16,309. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to accept the bid from Wyo Glass LLC in the amount of \$16,309 for the Window Replacement Project at the South Federal Office entryway. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to re-authorize the Buildings Window Replacement Project at the South Federal Offices from \$30,000 to \$36,808.69. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to accept the bid from Wyo Glass LLC in the amount of \$36,808.69 for the Window Replacement Project at the South Federal Offices. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to re-authorize the Youth Services application for two Chevy Traverses from \$64,704 to \$67,487. Motion carried unanimously. Mike Jones

moved, Jennifer McCarty seconded, to accept the bid from Fremont Chevrolet Buick GMC in the amount of \$57,487 for two Chevy Traverses for Youth Services. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) WRITC Transportation Planner's request for meeting to be set to review road ownership issues. The Commissioners stated they would like a request from the WRITC to schedule the meeting, hopefully the first part of June.

County Planning Department Supervisor Steve Baumann presented the Rosewood Hills Subdivision Lots 9, 10 & 11 Re-plat. The Subdivision is located approximately 1.5 miles northwest of Lander off Highway 287. The Re-plat is being done to take Lot 10 and divide it making Lots 9 and 11 larger, thereby eliminating Lot 10. The result is that the current Lot 9 increases from 5.85 to 8.82 acres and Lots 11 is increased from 5.88 acres to 5.84 acres. Jennifer McCarty moved, Mike Jones seconded, to approve the Rosewood Hills Subdivision Lots 9, 10 & 11 Re-plat as recommended by the Fremont County Planning Commission. Motion carried unanimously.

In another matter, Steve Baumann stated he will be sending to vendors in the near vicinity for fuel bids for the upcoming fiscal year. In the past they used WYDOT's master list and sent bid requests to all vendors within the state with very limited success.

Emergency Management Agency Director Milan Vinich discussed the Administrative Assistant position and noted the current employee plans to retire after helping train a new employee. He further presented a Progressive Pay Scale in accordance with the Standard Occupational Classification for the position. He designated a salary of \$38,700 for entry level compensation, Level 2 compensation at \$40,500 and Level 3 at \$41,000. Mike Jones moved, Jennifer McCarty seconded, to approve advertising for the Administrative Assistant position with a salary not to exceed \$41,000. Motion carried unanimously.

In another matter, Milan Vinich reported that his Department has purchased reject sand from B & B Aggregate for \$5/ton or \$50 for a 10-ton dump truck and the Transportation Department is hauling to Hudson to keep sand stockpiled for area residents. Vinich stated he has no line item within his budget for the expenditure but will have a Materials line item added for the costs. County Clerk Julie Freese will work with him to watch his bottom line and a budget infusion will be made if necessary.

Commissioner meeting reports were given.

Assessor Tara Berg and Treasurer Jim Anderson were present to discuss FY 2023-2024 assessed valuations and revenue projections respectively. All figures are estimates at this point and Assessor Berg's spreadsheet indicates total figures of \$528,342,056, state assessed values of \$30,107,365, state assessed minerals \$383,611,447 totaling \$942,060,868. Treasurer Anderson presented several spreadsheets with a total revenue preliminary amount of \$24,681,203. The mineral ad valorem taxes are confusing to estimate due to SF60 allowing payment of deferred taxes.

Upper Wind River Valley Association president Harold Albright and Secretary/Treasurer Margaret Wells expressed concern with late response time of both air and ground ambulances in the Crowheart and Dubois area. Frontier Ambulance Operations Director Diane Lane was present in the audience.

ISS Supervisor Keven Shultz presented a demo on TextMyGov product, which he is requesting funding through ARPA to purchase for \$5,028 annually.

Vehicle Maintenance Supervisor Brad Meredith had submitted a LATC application in the amount of \$6,890 for a Transmission Flush Machine. The one on the Lander Shop no longer works. Several funding avenues are available (LATC, ARPA, Capital Revolving Fund) for the product as it is needed immediately. Mike Jones moved, Jennifer McCarty seconded, to approve the expenditure for the Transmission Flush Machine and determine where to fund it at a later date. Motion carried unanimously.

Brad Meredith reviewed the Commercial Driver's License Training Payment Contract that he would like approval to begin using. He recommended a two-year employment obligation if the County pays for the training. He reviewed the process to get a new CDL and stated there is a WYDOT trainer who works with the Northwest College on the 52 online courses required. CDL training for a Class A will be \$3,975 and a Class B to Class A will be \$2,750 and the two employees will each receive \$1,000 deduction from their associated cost. Mike Jones moved, Jennifer McCarty seconded, to approve the Contract and the two-year employment obligation a recommended. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to adjourn into Executive Session with Civil Attorney Nathan Maxon and Transportation Superintendent Billy Meeks regarding potential litigation. Motion carried unanimously. Following that session, a discussion was held regarding Potential Property Acquisition. Jennifer McCarty moved, Ron Fabrizius seconded, to return to Regular Session. Motion carried unanimously.

Budget hearing were held.

Section 125. Present was Julie Freese and Jeanine Parrill. Last year's budget was \$488,812. This year's request is \$432,000.

County Clerk/Elections. Present was Julie Freese and Margy Irvine. Last year's budget was \$338,210. This year's request is \$285,548.

County Clerk. Present was Julie Freese and Margy Irvine. Last year's budget was \$1,094,664. This year's request is \$1,116,729.

Clerk of District Court. Present was Kristi Green. Last year's budget was \$514,145 and this year's request is \$516,507.

Public Defender. Present was Jonathan Gerard. Last year's budget was \$171,400. This year's request is \$154,400.

Building Maintenance. Present was Mike Meeker, Supervisor. Last year's budget was \$571,812. This years request is \$1,276,390.

County Buildings Detention: Present was Mike Meeker, Supervisor. Last year's budget was \$272,125. This year's budget request is \$376,560. Major changes to this budget is in utilities. Natural gas has increased as have water and sewer and trash removal.

Extension. Present was Chance Marshall Educator and Rachel Fisk, Administrative Assistant. Last year's budget was \$188,943 and this year's request is \$187,673.

County Attorney. Present was County Attorney Patrick Lebrun. Last year's amount was \$1,530,704 and this year's request is \$1,502,570.

County Assessor. Present was County Assessor Tara Berg. Last year's amount was \$984,489. This year's request is \$1,010,603.

District Court. Present was District Court Judge Jason Conder. Last year's budget was \$123,800 and this year's request is \$137,100.

A work session will be scheduled at the next meeting to prioritize the latest batch of ARPA and LATC applications.

There being no further business, Jennifer McCarty moved, Mike Jones seconded, to adjourn the Regular meeting at 4:30 p.m. and reconvene for a Regular Meeting at 9:00 a.m. on May 9, 2023. Motion carried unanimously.

A full detailed report (informational only) and the official minutes are posted on Fremont County's website (www.fremontcountywy.gov). The meeting can also be accessed via You Tube (Fremont County WY Government).

/s/ LARRY ALLEN, CHAIRMAN
FREMONT COUNTY COMMISSIONERS

ATTEST:

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