

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
MAY 4, 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, Clarence Thomas seconded, to approve the minutes of the Regular Meeting held on April 20, 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: American Family & Life Insurance-Segregated-Insurance-\$5808.16; Amerigas-County Buildings-Propane-\$645.84; B & B Enterprises LLC-Transportation-Signs & Supplies-\$20.25; B & T Fire Extinguishers Inc-Transportation-Extinguisher Service-\$1136.00; Bank of the West Acct Analysis-Investment Pool-Analyzed Charges-\$340.12; Big Horn Tire Inc-Vehicle Maintenance-Vehicle Tires - \$9638.96; Bill Jones Plumbing & Heating-County Buildings- Supplies, Parts-\$406.93; Black Hills Energy-County Buildings-Utility Service-\$7723.81; Blue Cross Blue Shield of WY-Co Admin-Health Insurance Claims-\$703982.41; Bull's Service & Towing LLC-Search & Rescue-Service/Repair -\$174.41; California State Disbursement-Payroll-Child Support-\$50.00; Carroll Septic Service-Transportation-Services -\$150.00; CDW Government, Inc-County Sheriff-Equipment & Supplies-\$1876.23; Child Support Services/ORS-Payroll-Child Support-\$325.00; Circuit Court-Payroll-Garnishment-\$116.35; Civil Air Patrol Magazine-County Sheriff-Advertising-\$195.00; Clifford, Gregory P. MD PC-Detention Center-Inmate Medical-\$4412.00; Colonial Life & Accident Insurance-Segregated-Insurance-\$1903.27; Dealers Electrical Supply-County Buildings-Materials/Supplies-\$61.78; Fahey, Penny-Health Promotion-Wellness Services Contract-\$3500.00; Federal Express Corp-County Sheriff-Shipping Fees-\$9.79; Fremont County Treasurer-Co Admin-Health Insurance-\$333455.00; Fremont County Treasurer-Co Admin-Withholding/FICA-\$184890.54; Fremont County Treasurer-Co Admin-Section 125 Benefits-\$44535.26; Grainger-County Buildings-Materials/Supplies-\$656.22; Great West Trust-Segregated-Wyoming Benefits-\$7670.00; Hamilton Land Surveying Inc-Transportation-Surveying Services-\$1752.22; Haslam, Kenneth-Vehicle Maintenance-Reimbursement-\$140.00; Haslam's Crowheart Store-Search & Rescue-Vehicle Fuel-\$54.92; Healthsmart Benefit Solutions-Segregated-Insurance-\$976.00; Inberg-Miller Engineers-Road Construction-Road Striping Project -\$807.50; Int'l Academies of Emergency Dispatch-Dispatch Center-Training -\$240.00; Intuitive Control Systems LLC-PHEP COVID Response-Instalert Message Board-\$8815.00; Jack's Saw Shop Inc-County Buildings-Supplies/Equipment-\$29.98; Kisling, Lisa-Public Defender-Rent-\$450.00; Knapp Brothers LLC-Transportation-Stockpile Lease Payment-\$50.00; Lancaster, Brooke-PHEP COVID Response- Reimbursement-\$60.00; Lander Valley Auto Parts-County Buildings-Parts / Supplies -\$125.75; Lawson Products, Inc-Vehicle Maintenance-Parts & Supplies-\$204.46; Lazzari, Bailey-Public Defender-Rent-\$450.00; Lozier, Brad-Transportation- Reimbursement-\$150.00; Medical Imaging Associates of Idaho-Detention Center-Inmate Medical-\$157.00; Miller, Margaret-District Court-GAL Office Rent -\$150.00; Moore, Christy L.-Detention Center-Inmate Uniform Repairs-\$93.84; Morcom Broadcasting Jackfm KTUG-Prevention Program-Radio Advertising-\$650.00; New York Life Insurance-Segregated-Insurance-\$133.11; Northern Arapaho Child Support-Payroll-Child Support-\$598.78; Novo Benefits-Health Benefit Plan-Insurance Services-\$9100.00; Office Shop Inc, The-Computer Services-Maintenance -\$6411.75; O'Reilly Automotive Inc-County Buildings-Parts & Supplies -\$7.98; Pavillion, Town of-County Buildings-Water Utilities-\$120.89; Paws for Life-County Sheriff-Animal Boarding-\$420.00; Quadient Inc-Segregated-Postage Machine Rental-\$934.88; Quill Corporation-Segregated-Office Supplies-\$459.95; R C Lock & Key-Transportation-Keys,Supplies & Services-\$350.10; Riverton, City of-County Buildings-Water/Sewer-\$850.96; Sagewest Health Care-Detention Center-Inmate Medical-\$7943.83; Schreiber, Steve-Transportation-Reimbursement-\$110.76; Shultz, Kevin-Computer Services-Reimbursement-\$70.20; Smith Psychological Services-County Sheriff-Psychological Services-\$1200.00; Soule, Sierra-District Court-GAL Office Rent-\$150.00; State Disbursement Unit-Payroll-Child Support-\$1066.25; State of Wyoming-Public Defender-Office Rent -\$1650.00; Stroupe Pest Control Inc-County Buildings-Pest Control-\$200.00; Sweetwater Aire LLC-County Buildings-Repair Heater, Air Units-\$480.00; Sweetwater Aire LLC-Detention Facility Trust Fund-Installed New Walk-In Freezer-\$7237.29; Terrance R. Martin PC-Public Defender-Rent-\$450.00; Total Net Salaries-Segregated-Salaries-\$602920.23; Traveling Computers-Computer Services-Computer Supplies, Services-\$4411.46; T-Y Excavation Inc-Transportation-Road Maintenance-\$7267.50; Valley Lumber & Supply Co Inc-County Buildings-Materials/Supplies -\$6.16; WCTA-County Treasurer-Fremont County Dues-\$200.00; Western Printing, Inc-Detention Center-Printed Supplies-\$54.06; Whiting Law, P.C.-District Court-Professional Services-\$1995.00; Winsupply of Riverton-County Buildings-Materials/Supplies-\$3.79; WY Dept of Employment-Segregated-Unemployment Claims-\$0; WY SDU-Payroll-Child Support-\$1480.00; Wyo Child Support Enforcement-Segregated-Child Support-\$806.00; Wyo Dept of Workforce Serv-Co Admin-Workers Comp-\$15620.77; Wyoming Machinery Co-Transportation-Parts & Service-\$217.71; Wyoming Retirement System-Co Admin-Contributions-\$144309.92; Wyoming Supreme Court-District Court-Salary Reimbursement-\$5565.23; Wyoming.Com-Segregated-Monthly Service-\$1026.90; Wyonet Inc.-Computer Services-Telephone - Internet Service-\$4103.05; Y2 Consultants LLC-County Commission-Professional Services-\$2217.25.

Jennifer McCarty moved, Mike Jones seconded, to accept a voucher from Wyoming Behavioral Institute in the amount of \$11,310.00 for five Title 25 patients. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Abatement Summary Value Change; 2) Notice of Termination of Tenancy for the 1249 Major Avenue property lease with Steve Husted effective May 1, 2021; and 3) Record of Proceedings. Larry Allen moved, Mike Jones seconded, to approve an Agricultural Lease Agreement with Dave Long, effective May 1, 2021, for the property at 1249 Major Avenue for a five-year term with annual payments of \$12,105.00. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve submission of a reply letter to Riverton Mayor Gard regarding the County's process for the ½% Economic Development Tax. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve the 2021 Wildland Fire Management Annual Operating Plan. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve an Application/Permit to Construct Access Driveway from Dan Marvin for Baldwin Creek Road. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve a License for New Construction of Utility Crossing or Encroachment from Dubois Telephone Exchange d/b/a Range for Soda Springs Road. Motion carried unanimously.

Items in the Priority Mail were reviewed: Mike Jones moved, Jennifer McCarty seconded, to accept the offer for the 130 Eugene Street building for \$225,000.00 with closing on or before May 14, 2021. Motion carried unanimously.

Shoshoni resident Keith Jansen stressed the need for an ambulance in Shoshoni. The garage that housed the previous ambulance unit is still available. He further noted that the ambulance dispatched to the recent tragedy in Shoshoni did not know the correct location and needs to be addressed.

The public comment period was held:

Harold Albright, representing the Upper Little Wind River Ambulance Association, stated the importance of keeping members of the community updated and to remain proactive with pre-hospital emergency care.

Margaret Wells asked if there were any new proposals submitted for the ground ambulance contract. Chairman Becker stated there is some discussion but the County is getting prepared to take it over if nothing is finalized by July 1st.

County Clerk Julie Freese, Financial Assistant Michelle Neuenschwander and County Treasurer Jim Anderson continued discussion on the Capital Revolving Fund priority list. Anderson introduced his newly hired deputy to the Commissioners, Rewa Gaudern. The following items were tentatively approved for funding:

1. ISS	\$ 11,200	Server
2. ISS	\$ 12,500	4 laptop and 9 desktop computers
3. Sheriff	\$ 58,425	2022 Chev 1500 Police K9
4. Sheriff	\$ 56,252	2022 Chev 1500
5. Sheriff	\$ 56,252	2022 Chev 1500
6. Sheriff	\$ 56,252	2022 Chev 1500
7. Sheriff	\$ 56,252	2022 Chev 1500
8. Sheriff	\$ 56,252	2022 Chev 1500
9. Sheriff	\$ 56,252	2022 Chev 1500
10. Sheriff	\$ 34,637	20 Patrol Rifles
11. Emergency Mgmt	\$ 52,812	2022 Chevy Silverado PU with/topper/grill guard
12. Transportation	\$ 54,000	2 Sanders
13. Vehicle Mtce	\$145,768	2022 Chev 6500 4WD fully equipped service truck
14. Sheriff	\$ 13,200	3 rifles and set up
15. Emergency Repl.	\$100,000	Emergency repairs
16. Buildings	\$ 25,000	Crack sealing (6 parking lots)
17. Buildings	<u>\$ 30,000</u>	Courthouse remote monitoring
	\$875,054	

Treasurer Jim Anderson reviewed two Promissory Notes for the Library System. The first one is for \$176,724.51 for the Riverton Library HVAC Project, effective January 15, 2021, and the second one for

\$32,000 for the Lander Library Boiler Project, effective January 15, 2020. Larry Allen moved, Jennifer McCarty seconded, to approve both Promissory Notes as presented. Motion carried unanimously.

Executive Health Insurance Committee members Jim Anderson and Margy Irvine reviewed the Third-Party Administration and Stop Loss Recommendation for the Plan Document. Larry Allen moved, Clarence Thomas seconded, to approve the Committee's recommendation to approve the proposed Third Party Administration rate from BCBSWY of \$49.05 plus cash flow protection for a total of \$51.05 per employee contract per month as well as renewing the contract with Voya Stop Loss Carrier. Motion carried unanimously.

County Assessor Tara Berg, County Treasurer Jim Anderson and Scott Harnsberger reported on Assessed Valuation and Anticipated Revenues. Berg stated the appeal period does not end until May 14th which could affect her current figures. Estimated valuation for FY 2021-22 is \$580,883,169, compared to the current fiscal year 2020-21 of \$627,693,309. Treasurer Anderson thanked Harnsberger for compiling the Revenue Projection Summary for the Fremont County General Fund spreadsheet that was distributed for review. Total revenues (except current property taxes) for the current fiscal year are \$19,922,503, compared to the estimated revenue for FY 2021-22 of \$15,680,556.

County Planning Director Steve Baumann presented a plat for Buffalo Subdivision, a one lot Simple Subdivision that will break out a 1.48-acre parcel around an existing house. The Subdivision is located north of Riverton on North 8th West. The Plat is within the one-mile radius of the City of Riverton who has certified it for recording. Jennifer McCarty moved, Mike Jones seconded, to approve the Buffalo Subdivision as recommended by the Fremont County Planning Commission. Motion carried unanimously.

Steve Baumann presented the Golden Willow Subdivision Lots 3 & 4 Replat, that changes the lot lines. The Subdivision is located just north of Lander off Highway 287. The Plat is within the one-mile radius of the City of Lander and must be Certified by the City prior to recording. Jennifer McCarty moved, Mike Jones seconded, to approve the Golden Willow Subdivision Lots 3 & 4 Replat as recommended by the Fremont County Planning Commission. Motion carried unanimously.

Steve Baumann reviewed changes to the Simple Subdivision Regulations. Due to language changes in State Statutes, new real estate and banking requirements and changes recommended by the Fremont County Planning Department, the Planning Commission is recommending amending the current Simple Subdivision Regulations. He had earlier presented the completed Redline Strikeout Draft Simple Subdivision Regulations, which have also been reviewed by the County Attorney's Office. He proceeded to review each suggested change, but due to time constraints, will continue the review at the following meeting. Once the draft is approved by the Commission, the 45-day public comment period can commence, followed by a public hearing.

Transportation Superintendent Billy Meeks was on the agenda to discuss revisions to the Driveway Regulations; however, he requested it be postponed pending review by the County Attorney's Office. Instead, he updated the Commission on a pending retirement of an operator in Lander, and the subsequent filling of the position with a current Truck Driver, creating that vacancy. Larry Allen moved, Jennifer McCarty seconded, to authorize refilling the Truck Driver position at a salary of \$33,472. Motion carried unanimously.

Treatment Courts Director Melinda Cox and Prevention Program Coordinator Tauna Groomsmith were present to discuss three required attachments for the Drug Free Communities Program, which they are jointly applying for. Cox introduced Ally Spiess, their 8th grade youth representative.

Chairman Becker reminded the Board that during her recent budget hearing, Public Health Nurse Manager Becky Parkins had requested a salary increase for the Public Health Response Coordinator position for the new fiscal year. Chairman Becker stated an answer is required so that she can submit her budget to the State showing the increase to \$26.00/hour. The funding will come solely from the Grant that funds the program. Parkins had earlier stated the grant provides a critical source of funding for the County as well as provides the ability to assist in response to public health emergencies, most currently the COVID pandemic. Mike Jones moved, Jennifer McCarty seconded, to approve the salary increase to \$26.00/hour for the Coordinator Position as recommended by the Nurse Manager. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to adjourn into Executive Session with Chief Civil Deputy Jodi Darrough regarding potential litigation. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to return to Regular Session. Motion carried unanimously.

Budget hearings were held.

Commissioner meeting reports were given.

The Commissioners did a weighted vote with the 20 applicants for the County Commissioner Scholarships, which is in the amount of \$500 per semester. Larry Allen moved, Jennifer McCarty seconded, to award the three scholarships to Cheyenne Thompson (Shoshoni High School); Hadlee Becker (Wind River High School) and Jalee Brown (Riverton High School) and to name Maclean Heller, Sadie Wood and Alona Wilkerson as first, second and third alternates, respectively. Motion carried unanimously.

Transportation Superintendent Billy Meeks stated there is confusion with the description of Bonneville Road for emergency purposes.

Public Health Nurse Manager Becky Parkins thanked the Board for approving the salary increase for the Public Emergency Preparedness Coordinator position earlier in the meeting. She stated the County Health Officer funding from the State will not be lost since the position is not currently filled. It can be active once again upon filling it at the county level. She presented Amendment One to the Memorandum of Understanding between Wyoming Department of Health, Public Health Division and Fremont County that reduces the total state general funds dollar amount by \$14,403.00 for a contract amount of \$151,135.00 and amends the responsibilities of the Maternal and Child Health Statement of Work. Larry Allen moved, Mike Jones seconded, to approve Amendment One as presented. Motion carried unanimously.

There being no further business, Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 4:55 p.m. and reconvene for a Regular Meeting on May 11, 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