

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
MAY 23, 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, Jennifer McCarty, Clarence Thomas (via Zoom) and Ron Fabrizius. Vice-Chairman Mike Jones was absent. 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 May 9, 2023 and the Special Meeting held on May 16, 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 Construction-Materials-\$208.13; A & I Distributors-Vehicle Maintenance-Oil/Fluids-\$2903.37; Ace Hardware-Lander-Segregated-Materials/Supplies -\$131.85; All Service Lysite, Inc.-Transportation-Contract Services-\$745.88; Apex Surveying, Inc.-Road Construction-Riverview Project-\$33807.52; Apple Valley Tree & Lawn Care LLC-Road Construction-Tree Trimming - \$6000.00; Arrow Manufacturing Inc.-Capital Asset Acquisitions-Vehicle-\$149885.00; B&M Septic & Excavation Services LLC-Road Construction-Contractual Services-\$7714.00; Bailey Enterprises, Inc.-Inventory-Bulk Fuel -\$59160.68; Bank of the West-Segregated-Credit Card Charges-\$67596.49; Big Horn Tire, Inc.-Vehicle Maintenance-Vehicle Tires-\$1230.00; Big Horn Water-Youth Services-Water -\$81.50; Bull's Service & Towing LLC-Transportation-Towing-\$1200.00; Capital Business Systems, Inc.-COVID 19 Grant-Supplies & Service -\$74.16; Carroll Septic Service-Transportation-Services-\$150.00; Centurylink-Computer Services-Telephone Service-\$661.20; Charter Communications-Computer Services-Internet Service-\$229.98; CMI Teco-Vehicle Maintenance-Parts & Supplies-\$116.60; Conder, Juli-Public Health-Expense Reimbursement-\$87.00; Danyne Cooper Counseling, LLC-CAST-Contractual Services-\$1000.00; Drug Testing Services LLC-Transportation-Service-\$95.00; Dubois Frontier, The-Support Services-Advertising-\$25.03; E.M. Tech, Inc.-County Elections-Supplies-\$200.00; Eagle Uniform & Supply Co-Vehicle Maintenance-Laundry-\$162.95; Floyd's Truck Center WY-Vehicle Maintenance-Parts -\$845.56; Fremont Chevrolet GMC-Capital Asset Acquisitions-Vehicles-\$116052.00; Fremont County Assoc. Of Govt.-Special Tax-Economic Development-\$64742.48; Fremont Motors - Lander-Capital Asset Acquisitions-Vehicles-\$93809.52; Glassburn, Jennifer M.-Public Defender-Court Transcripts-\$1610.75; Grainger-County Buildings-Materials/Supplies -\$195.36; Hasco Industrial Supply-Transportation-Materials/Supplies-\$76.94; High Country Construction Inc.-Transportation-Contractual Services-\$25405.00; High Plains Power, Inc.-Segregated-Utility Services-\$28858.61; Hotsy Equipment of Wyoming, Inc.-ARPA Program Grant-Equipment-\$10658.50; Inberg-Miller Engineers-Road Construction-Striping Project -\$1632.00; JR Project Management LLC-LATC Program Grant-Project Management -\$3750.00; Lander Community Foundation-Special Tax-Move Award-\$2000.00; Master's Touch LLC-County Treasurer-Printing & Mailing-\$983.55; McKesson Medical Surgical, Inc.-Fremont County WIC-Supplies -\$57.88; Mid-Amer Research Chemical-County Buildings Detention-Supplies -\$171.67; Napa Auto Parts of Dubois-Transportation-Parts/Supplies-\$85.04; NMS Laboratories-County Coroner-Services -\$1985.00; Norco Inc.-County Buildings-Supplies -\$805.73; Northwest Community College-Vehicle Maintenance-Training-\$2975.00; O'Reilly Automotive, Inc.-Vehicle Maintenance-Parts & Supplies -\$430.89; Palace Pharmacy-Detention Center-Inmate Rx's-\$2489.43; Pavillion, Town of-County Buildings-Water Utilities-\$118.09; Peterbilt of Wyoming-Vehicle Maintenance-Parts -\$1488.75; Post, Raymond-Planning-Car Wash -\$19.94; Print Shop, The-County Elections-Office Supplies-\$1750.00; Remote Satellite Systems-Search & Rescue-Satellite Phone-\$69.95; Riverton Ranger, The-Segregated-Advertising & Subscription-\$1660.95; Riverton, City of-Special Tax-Economic Development-\$129484.98; Rocky Mountain Power-County Buildings-Utility Services-\$1171.01; Ron's Flooring LLC-ARPA Program Grant-Flooring, Carpet-\$15257.52; Shoshoni, Town of-County Buildings-Utility Services-\$70.00; State of Wyoming-Transportation-Water Permits-\$600.00; Strasser, Stacy-CAST-Expense Reimbursement-\$102.95; Teamco, Inc.-Transportation-Parts/Supplies-\$4775.40; Tilton, Kathleen-Juvenile Treatment Court-Contractual Services-\$2992.50; Truenorth Steel. Inc.-Road Material Inventory-Materials -\$19492.00; T-Y Excavation, Inc.-Road Construction-Road Maintenance-\$11580.00; Tyler Technologies, Inc.-County Treasurer-Services-\$200.00; Union Telephone Company-Segregated-Cellphones-\$379.82; Verizon Wireless-Segregated-Cellphones-\$514.80; Western Printing, Inc.-Segregated-Printed Supplies-\$359.18; Wind River Family & Community-Prevention Program-Project Venture-\$3000.00; WY Dept of Transportation-Vehicle Maintenance-County Plate Registrations-\$20.00; WY Public Health Laboratory-Public Health-Fees/Supplies-\$148.00; Wyoming Department of Transportation-Segregated- Fuel-\$1986.89; Wyoming Machinery Co-Transportation-Parts -\$614.60.

Ron Fabrizius moved, Jennifer McCarty seconded, to accept the following vouchers for Title 25 patients: Cloud Peak Counseling Center in the amount of \$325 and Wyoming Behavioral Institute in the amount of \$6,786. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) congratulations card for former Sheriff Skip Hornecker upon induction into the Wyoming Law Enforcement Hall of Fame; 2) Reply letter to Mr. and Mrs. Paskett regarding dust control; 3) Thank you letter to Erin Shirley for service on the Fremont County

Historic Preservation Commission; and 4) Record of Proceedings. Jennifer McCarty moved, Ron Fabrizius seconded, to approve a NOVO Benefits Mental Health Parity and Addiction Equity Analysis of the County's Health Benefit Plan. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to approve a Statement of Work between Fremont County and Workpartners Master Services designed specifically to assist the highest-risk/need individuals participating in the County's Health Benefit Plan. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to approve a Bank of the West Credit Card Application for Deputy County Attorney Todd Shaker in the amount of \$1,500. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to approve a Malt Beverage Permit for the 1838 Rendezvous Association's annual Rendezvous for the dates of June 27, 2023 through July 2, 2023. Motion carried unanimously. Receipt of the \$150 fee was acknowledged. Jennifer McCarty moved, Ron Fabrizius seconded, to approve a Malt Beverage Permit for Cedar Bar for a rodeo at the Pavillion Rodeo Grounds on June 24, 2023. Motion carried unanimously. Receipt of the \$25 fee was acknowledged. Jennifer McCarty moved, Ron Fabrizius seconded, to approve an Approach/Access Application from Jearld Weliever for Harris Bridge Road. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to ratify approval of the State of Wyoming Department of Family Services Temporary Assistance for Needy Families (TANF) Community Partnership Initiative (CPI) Grant Application. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to re-authorize an amount from \$493,000 to \$500,000 for LATC funding for two ambulance replacements. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to accept the bid from Fremont Chevrolet for two 2024 Cab and Chassis that are specked for the Ambulance prep package for a total amount of \$99,266. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to re-authorize an amount from \$130,000 to \$160,000 for ARPA #2 funding for the Fuel System Update. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to accept the bid from Patriot Petroleum Solutions in the amount of 120,753.47 for equipment and installation at four sites for the Fuel System Update project. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to accept the bid of \$27,625.05 from Perfect Power Electric for electrical work at the four sites for the Fuel System Update project. Motion carried unanimously.

Chairman Allen stated the Vehicle Maintenance Supervisor had requested authorization to refill a Mechanic position via e-mail to all Commissioners last week and received approval to proceed. Jennifer McCarty moved, Ron Fabrizius seconded, to ratify the decision to refill the Mechanic position at a beginning salary of \$52,000. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) SageWest reimbursement request for Property Taxes (Deputy Attorney Nathan Maxon asked for a time slot on the next meeting agenda to discuss the matter); and 2) Jennifer McCarty moved, Ron Fabrizius seconded, to ratify the nomination letter for Ron Cunningham for induction into the Wyoming Agriculture Agents Hall of Fame. Motion carried unanimously.

J.R. Oakley, JR Project Management LLC, provided a monthly update on projects.

Fremont County Pioneer Association President Bill Elder was joined by member Douglas L. Thompson to discuss the Lease Agreement with their Association and Fremont County for the Pioneer Cabin and Pavilion, and some operational/relational issues. Other Association members were present in the audience – Margaret Appleby, Cindy Thompson and Central Museum Director Scott Goetz and Pioneer Museum Manager Randy Wise. Since the Museum of the American West donated their holdings to Fremont County on behalf of the Pioneer Museum, the current lease between PA and MAW now need to transfer to Fremont County. Two Agreements drafted by the County were sent to PA recently; however, were rejected by them. The members suggested the identical Lease with MAW be drafted between PA and Fremont County with the 75 year lease reinstated (in place of the 10-year lease in the agreement they rejected). Operational issues need to be clarified since PA will be working alongside Fremont County staff and they requested an MOU with the County clarifying and authorizing: 1) PA's use of the Office for their contract help, computer, office supplies, etc.; 2) their employees work under the authority of PA's Board of Directors; 3) scheduling to be clarified (PA to schedule the Cabin and Pavilion and receive rental fees); 4) PA's employees will not have access to County buildings due to liability issues; and 5) clarify where grant funded employees will work (again for liability purposes). Ron Fabrizius moved, Clarence Thomas seconded, to request the Deputy County Attorney meet with the parties to draft a MOU and revised Lease Agreements for the Cabin and Pavilion to present to the Commission for review. Motion carried unanimously.

Jennifer McCarty moved, Ron Fabrizius seconded, to adjourn as the Board of Fremont County Commissioners and convene as the Fremont County Board of Equalization. Motion carried unanimously. Fremont County had adopted the State Board of Equalization Rules on January 1, 2015 which were amended February 2, 2021. As a result, Fremont County's Rules need to be updated to adopt the State Rules effective February 2, 2021. Jennifer McCarty moved, Ron Fabrizius seconded, to approve Resolution No. 2023-09 "Adoption of Updated Wyoming State Board of Equalization Chapter 7 Rules". Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to contract with John Schumacher as Hearing Officer for the 2023 contested hearings. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to schedule the hearings on Monday, August 7, 2023. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to adjourn as the Fremont County Board of Equalization and reconvene as the Board of Fremont County Commissioners. Motion carried unanimously.

Commissioner meeting reports were given:

A Public Hearing was held at 10:00 a.m., as advertised, regarding the application from Absaroka Ranch LLC d/b/a Absaroka Ranch for a Retail Liquor License with a Guest Ranch Designation. Applicant Lindsay Judd was present and reviewed their plans for the license mainly for their guests with the exception of a public event held throughout the summer months on Wednesday evenings at the ranch located on Dunoir Road. Several Commissioners expressed concern regarding patrons drinking and driving and she acknowledged their concern as well and stated they will not allow anybody to travel that shouldn't be on the road, and she further intends to become TIPS certified. There were no comments from the public. Jennifer McCarty moved, Ron Fabrizius seconded, to approve the Retail Liquor License with Guest Ranch Designation to Absaroka Ranch LLC d/b/as Absaroka Ranch. Motion carried unanimously. Receipt of the prorated annual fee of \$1,164.66 was acknowledged.

County Planning Supervisor Steve Baumann presented a plat for Robinson Ranch Subdivision, located approximately two miles west of Riverton off Riverview Road. The purpose of the subdivision is to divide the current 8.12-acre parcel into two lots ranging in size from 3.0 to 5.12 acres. The Planning Commission reviewed the request for a variance of Chapter III Section 3(B)(XV) of the Simple Subdivision Regulations relating to the reduction of the requirement for a 20' easement along the north property line of Lot 2 to accommodate the existing garage. The request is for the easement to be reduced to 10'. Jennifer McCarty moved, Clarence Thomas seconded, to approve the variance as recommended by the Fremont County Planning Commission on April 27, 2023. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to approve the Robinson Ranch Subdivision as recommended by the Fremont County Planning Commission on April 27, 2023. Motion carried unanimously.

In another matter, Steve Bauman presented a corrected plat of the Rosewood Hills Subdivision Lots 9, 10 & 11 Re-plat approved by the Commission on May 3, 2023. The Subdivider names have been corrected and a new plat was presented for Commission and County Clerk signatures.

Steve Baumann presented a draft letter to the Bureau of Land Management regarding their notice of the expiration of the right-of-way for Oregon Buttes Road (WYW057949). He recommended reiterating to BLM that it is the County's belief that the Oregon Buttes Road, County Road No. 445, pre-existed NEPA and the repeal of R.S. 2477 and does not require any additional easement renewal under 43 CRF 2807.22. Jennifer McCarty moved, Ron Fabrizius seconded, to approve submission of the letter from Mr. Baumann to BLM. Motion carried unanimously.

**Planning. Present was Steve Baumann. Last year's budget was \$346,018. This year's request is \$279,231.**

A Work Session was held to continue authorizations on grant funded (LATC, ARPA) and Capital Revolving Fund projects. Committee members Julie Freese and Jim Anderson joined the Commissioners to review an updated spreadsheet compiled by Clerk Freese regarding changes made during the Special Meeting Work Session held on May 16<sup>th</sup> along with those remaining projects still needing authorized. Present in the audience was Library Director Anita Marple and Undersheriff Mike Hutchison. LATC projects were reviewed. Jennifer McCarty moved, Ron Fabrizius seconded, to authorize \$250,000 for the Riverton Library Pavement Project. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to authorize the Library Riverton Landscaping for \$35,000. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to authorize a \$2 million reserve for future needs. Motion carried unanimously. Undersheriff Hutchison presented Search and Rescue Building Additional

costs to add an additional 2,500 square feet to each building for the Lander and Dubois buildings for storage. Jennifer McCarty moved, Ron Fabrizius seconded, to authorize \$300,000 for the Lander Search and Rescue addition. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to authorize \$350,000 for the Dubois Search and Rescue addition. Motion carried unanimously. To complete the Lander project, Election equipment would lose their storage location. Jennifer McCarty moved, Ron Fabrizius seconded, to authorize a storage warehouse unit at a cost of \$60,000. Motion carried unanimously. At this time, the total authorized amounts for LATC funding total \$7,192,026. Ron Fabrizius moved, Jennifer McCarty seconded, to authorize \$1,500,000 for possible property acquisition and remodel costs in Riverton. Motion carried unanimously.

Projects discussed to be moved from LATC funding to Capital Revolving Fund were discussed. Chairman Allen recommended that the following be moved: ISS Laptop Replacements - \$19,950; ISS Firewall Replacement - \$30,100; ISS Various Office Equipment Replacement - \$15,760; and ISS Phone Replacement - \$26,250; Attorney Large Monitor - \$17,500 and Extension Enclosed Trailer - \$8,624. Jennifer McCarty moved, Clarence Thomas seconded, to authorize the funding through the Capital Revolving Fund. Motion carried unanimously.

In closing, Chairman Allen will work with the Fair Manager to schedule a tour at the Fairgrounds for their project application for an indoor arena at a cost of \$2,708,040.

Bridger-Teton National Forest Public Engagement Officer Linda Merigiano and District Ranger Adam Calkins were present to discuss their overall forest planning effort and also the social survey being implemented by the University of Wyoming.

**Transportation. Present was Billy Meeks and Jill Johnson. Last year's budget was \$2,399,366. This year's request is \$2,604,478. 1% Infrastructure.**

**Road Construction Fund.**

**Library General Fund. Present was Anita Maple and Board member Perry Cook. Last year's budget was \$1,121,662. This year's budget is \$1,149,965.**

**Library Self-Generated Fund. Last year's budget was \$190,283. This year's budget request is \$128,884.**

**Emergency Management. Present was Milan Vinich and Vonda Huish. Last year's budget was \$179,777. This year's budget request is \$179,613.**

**Coroner. Present was Erin Ivie. Last year's budget was \$443,864. This year's budget is \$498,712.**

**County Treasurer. Present was Treasurer Jim Anderson. Last year's budget was \$967,266. This year's budget request is \$1,062,017**

**County Commissioner's Budget. Last year's budget was \$379,433. This year's request is \$443,474.** This is a draft budget at this time. Julie reviewed the updates that she had on the budget.

Jennifer McCarty moved, Ron Fabrizius seconded, to approve the Library Board's request to amend their FY2022-2023 budget for budget transfers and unanticipated revenue. Motion carried unanimously.

Jennifer McCarty moved, Ron Fabrizius seconded, to authorize a manual warrant in the amount of \$816.00 to Quadient, Inc. for the Annual Postage Meter Rental and Rate Maintenance. Motion carried unanimously.

There being no further business, Jennifer McCarty moved, Ron Fabrizius seconded, to adjourn the Regular meeting at 4:00 p.m. and reconvene for a Regular Meeting at 9:00 a.m. on June 6, 2023. 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/ LARRY ALLEN, CHAIRMAN  
FREMONT COUNTY COMMISSIONERS

ATTEST:

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