

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
JUNE 16, 2020

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, Vice-Chairman Larry Allen, Jennifer McCarty, Clarence Thomas and Michael Jones. Fremont County Clerk Julie A. Freese was present. Chief Civil Deputy Attorney Jodi Darrough was present via speaker phone.

Larry Allen moved, Clarence Thomas 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 June 9, 2020. Motion carried unanimously.

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

<u>Name</u>	<u>Department</u>	<u>Description</u>	<u>Total Cost</u>
2M Construction Inc	1% Gravel Projects	Contract services	\$962.50
Airgas USA LLC	Vehicle Maintenance	Supplies	\$248.73
AlSCO Inc	County Buildings	Laundry	\$258.80
API Systems Integrators	County Buildings	Fire alarm systems	\$873.44
Bank of the West	Segregated	Credit card charges	\$32,058.05
Bloedorn Lumber-Lander	County Buildings	Materials, supplies	\$341.32
Bob's Fire & Safety	County Sheriff	Extinguisher services	\$53.34
Bowdel Steven P.	Detention Center	Medical services	\$2,062.50
Campbell County Hospital District	Health & Welfare	Title 25 patients	\$13,701.40
Chester River Behavioral Health	County Sheriff	Psychological screening	\$385.00
Clifford, Gregory P. MD PC	Detention Center	Inmate medical	\$974.00
Communication Technologies Inc	Support Services	Maintenance agreement, repairs	\$3,479.58
Cowboy Chemical Inc	Detention Center	Inmate laundry & kitchen supply	\$443.10
Dell Marketing, L.P.	Capital Asset Acquisitions	Computer equipment	\$1,848.64
Double S Trucking Inc	1% Gravel Projects	Contract services	\$7,700.00
E Spear Ranch	1% Gravel Projects	Contract services	\$4,015.00
Eagle Uniform & Supply Co	Vehicle Maintenance	Laundry	\$78.52
Floyd's Truck Center WY	Vehicle Maintenance	Parts account	\$2,932.29
Frank, Darby	Operation Safeguard	Incident command mileage	\$10.00
Globalstar USA	Search & Rescue	Satellite phone service	\$184.00
Grainger	County Buildings	Materials/supplies	\$509.16
Great Divide Towing & Recovery	County Sheriff	Vehicle towing	\$590.00
Griffin, Bette J.	County Sheriff	Uniform supplies	\$180.00
High Plains Power, Inc	County Buildings	Utility services	\$212.45
Jace Water Service, Inc	1% Gravel Projects	Contract services	\$1,980.00
Kohler Trucking, Inc	1% Gravel Projects	Contract services	\$10,340.00
KONE Inc	County Buildings	Elevator maintenance	\$1,255.08
KY Enterprise LLC	1% Gravel Projects	Contract services	\$2,035.00
Lander Medical Clinic PC	Detention Center	Inmate medical	\$137.70
Lander Valley Auto Parts	Vehicle Maintenance	Parts/ supplies	\$516.13
Lander Valley Physicians Practice	Detention Center	Inmate medical	\$637.00
Lawson Products, Inc	Vehicle Maintenance	Parts & supplies	\$71.14
LCI Trucking & Construction LLC	1% Gravel Projects	Contract services	\$1,980.00
Leonard, Anthony G.	Detention Center	Inmate medical services	\$1,062.50
Lost Wells Stables LLC	1% Gravel Projects	Contract services	\$2,117.50
Mahlum, Zachary Hamilton	District Court	Court appointment	\$327.90
Mark's Auto Sales & Towing	County Sheriff	Vehicle towing	\$465.00
Marshall, Aaron	Detention Center	Expense reimbursement	\$176.82
McKesson Medical Surgical Inc	Fremont County WIC	Medical supplies	\$242.35
Midwest Connect	Capital Asset Acquisitions	Postage machine supplies	\$407.95
Motorola Solutions Inc	Dispatch Center	Service agreement	\$14,993.62
Napa Auto Parts-Riverton	Vehicle Maintenance	Parts & supplies	\$1,700.17
Natrona County Sheriff	Detention Center	Inmate housing	\$7,995.00
Non Typical Services & Logistics LLC	1% Gravel Projects	Contract services	\$7,095.00
Norco Inc	Segregated	Supplies	\$2,328.93
Novo Benefits	Health Benefit Plan	Insurance services	\$4,961.51
Office Shop Inc, The	Segregated	Copy repair/service	\$1,479.63
Palace Pharmacy	Detention Center	Inmate prescriptions	\$2,823.57

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Pavillion, Town of	County Buildings	Water utilities	\$112.50
Petersen, Darrell	Transportation	Expense reimbursement	\$300.00
Quadiant Inc	County Sheriff	Postage machine meter rental	\$29.72
Quill Corporation	County Attorney	Office supplies	\$52.95
R C Lock & Key	County Buildings	Keys, supplies & services	\$70.00
Ratigan, Daniel, M.D.	Detention Center	P.A. supervisor contract	\$4,675.00
Red Fox Homeowners Association	Transportation	Reimbursement	\$4,412.85
Reed's Moghaun Office Supply	Detention Center	Office supplies	\$24.95
Remote Satellite Systems	Search & Rescue	Equipment	\$56.00
Riverton Physician Practices LLC	Detention Center	Drug testing	\$151.00
Riverton Ranger, Inc	Transportation	Advertising	\$258.00
Rocky Mountain Power	County Buildings	Utilities	\$12,171.35
Sagewest Health Care	Segregated	Medical	\$10,372.48
Shoshoni, Town of	County Buildings	Water/sewer	\$54.00
Skaggs Companies, Inc	County Sheriff	Uniforms/supplies	\$498.00
Stroupe Pest Control Inc	County Buildings	Pest control	\$315.00
Sysco Montana Inc	Detention Center	Inmate supplies	\$4,404.13
Traveling Computers	Computer Services	Computer supplies, services	\$677.00
Tyler Technologies Inc	Capital Asset Acquisitions	Executime implementation	\$227.50
University of Wyoming	Agriculture Department	Contract salary	\$8,182.02
US Foods Inc	Detention Center	Inmate board	\$5,307.75
Verizon Wireless	Computer Services	Telephone services	\$337.74
WACERS	Transportation	Dues	\$75.00
Wind River Heart Clinic	Detention Center	Inmate medical	\$1,061.00
WY Public Health Laboratory	Public Health	Lab fees/supplies	\$228.00
Wyoming Financial Insurance	Youth Services	Notary bond	\$50.00
Wyoming.com	County Sheriff	Internet services	\$999.95
Wyonet Inc.	Computer Services	Telephone service	\$9,737.45

The following items in the Signature File were reviewed: 1) Record of Proceedings. Larry Allen moved, Jennifer McCarty seconded, to approve an Application/Permit to Construct Access Driveway from Ken Coons for Union Pass Road. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve a Fremont County Bank of the West Credit Card Application for Jamie Weese with a credit limit of \$2,500. Motion carried unanimously. Larry Allen moved, Mike Jones seconded, to approve a BlueCross BlueShield ASO Group Plan Change to include mandated and recommended policy plan changes. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve the Executive Health Insurance Committee's recommendation that the Fremont County Employee Benefit Plan be exempted from the Mental Health Parity requirement. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to allow BlueCross Blue Shield to act as authorized agent for Fremont County Government regarding a Medicare claim. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) Office of State Lands and Investments Guidance for COVID-19 Grants (Chairman Becker to review); 2) Wyoming County Commissioners Association Invoice for FY21 dues totaling \$23,236.00 (forwarded to the July 7, 2020 file for action); and 3) Chemtrade survey (Chairman Becker to complete).

There was nobody present for the Public Comment session.

Building Maintenance Supervisor J.R. Oakley informed the Board that their application to the State Lands and Investments Board for match funding for the Detention Facility Security Upgrade was successful. The \$700,000 state grant will be matched by \$700,000 of County funds to upgrade the Detention doors. The Board thanked Oakley and former Financial Assistant Joe Felix for their work on the grant application.

Stephanie Weaver interviewed for a vacancy on the Fremont County Museum Board. At the end of the meeting, Larry Allen moved, Mike Jones seconded, to appoint Stephanie Weaver to a three year term on the Fremont County Museum Board. (Commissioner Thomas was unavailable for the vote). Motion carried.

Fremont County Weed and Pest Control District Supervisor Aaron Foster and District Board Chairman Sollie Cadman reviewed the proposed budget for FY 2020-2021. Administrative Assistant Renee Meyer was present in the audience. The District is requesting a mill levy of 1.83 (down from 1.95 the previous year), the actual tax request is \$1,134,480. The District is authorized by statute to spend up to one mill for general weed and pest control activities. In 1990 the Special Weed Management Act went into effect authorizing a second mill for the control of leafy spurge and one additional special management species,

which has been identified as Russian knapweed. In addition to the general work agreements with local agencies, the budget also includes estimated revenue for two State and Private Forestry Grants, the second year of a three year grant from the Wyoming Wildfire and Natural Resources Trust and funds a grant through the local Sage Grouse Working Group. Self-Generated Revenues, Administrative Expenses, Operational Expenses, Indirect Costs, Capital Outlay and Cash and Investments were reviewed. There are no planned raises and no vehicle replacements. Have had some discussion with the City of Lander who, amidst their budget constraints, may vote to eliminate the Weed and Pest program. In this happens, it would revert to Fremont County to administer. There is some income in their budget from a Special Management program that would revert to Fremont County; however, manpower would be an issue. They will keep the Commission apprised of this issue. Grasshoppers are looking to be significant this year and there are cost share programs available for the public.

Chief Civil Deputy Attorney Jodi Darrough updated the Board on several contracts she is negotiating with the State on. She stated the majority of her changes have been made but stated they wish to keep the Termination clause the same statewide. She stated the formal contracts will be forthcoming in the near future once the changes have been made.

HDR Engineer Kyle Lehto and Fremont County Transportation Superintendent Billy Meeks reviewed the bids received for the Harris Bridge Road: Structure Replacement Project as follows:

CC & G, Inc.	\$750,252.50
Jerry Bornhoft Construction, Inc.	\$773,797.50
LCI Trucking and Construction, LLC	\$828,053.50
Reiman Corp.	\$917,989.75

The Replacement of the bridge is a 1% project, with an Engineering Fee for the project of \$195,500 for a total project cost of \$945,752.50. The anticipated completion date is mid-December. Larry Allen moved, Jennifer McCarty seconded, to approve a Notice of Award to CC & G, Inc. for a contact price of \$750,252.50. Motion carried unanimously.

Treatment Courts Director Melinda Cox updated the Commission on two resignations: Case Manager and Direct Services Provider. She stated the latter position could wait to be filled until the school year begins. Larry Allen moved, Jennifer McCarty seconded, to approve filling the vacant Case Manager position, not to exceed the current salary level. Motion carried unanimously. In another matter, the Commissioners stated they are looking at vacating several county buildings and asked her to consider the logistics of moving all her Riverton offices and programs to the current Extension building in Riverton. In closing, Cox will return the following meeting for an executive session regarding potential litigation.

Interviews were held for two vacancies on the Fremont County Planning Commission: John Ferrelli, Harold Albright and Steve Palmer. Later in the meeting, Jennifer McCarty moved, Larry Allen seconded, to re-appoint Harold Albright and Steve Palmer to three year terms on the Fremont County Planning Commission. (Commissioner Thomas was unavailable for the vote). Motion carried.

DOWL Engineer Kasey Jones and Transportation Superintendent Billy Meeks discussed the Moneta-Lysite Road Shoulder Widening Project. A schedule was presented with work resuming on June 8, 2020 and the first cattle being installed this date. Change Order No. 8 was presented that includes relocating delineators, substituting rip rap for concrete erosion structures, using County provided rip rap, installing erosion wattles, repairing erosion, grouting at culverts 10 & 11. Larry Allen moved, Jennifer McCarty seconded, to approve Change Order No. 8 for an increase of \$12,617.00. Retainage was discussed and the Commissioners agreed to let \$29,000 be included in the next pay application but retain \$100,000. Further discussion will be held on liquidated damages as the project gets nearer to substantial completion.

In other business, Kasey Jones presented the Agreement between High Country Construction, Inc. and Fremont County for the Willow Creek Road Shoulder Repair Project. Mike Jones moved, Jennifer McCarty seconded, to approve the Notice to Proceed contingent upon required supporting insurance and bond documents. Motion carried unanimously.

Fremont County Solid Waste Disposal District Superintendent Andy Frey, Board Chairman Mark Moxley and Accounting Contractor Susan Brodie reviewed the proposed FY 2020-2021 budget. The closure, post-closure and future development reserve is \$16.5 million and the cash reserve is \$750,000 for a total reserve balance of \$17.25 million, including the \$1.8 million added with the FY 2020-2021 budget. All

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excess revenues and carry over from the prior fiscal year are directed to the reserve account for future closure, post-closure monitoring and future development of disposal sites. The budgeted operating expenses for the upcoming fiscal year total approximately \$7.25 million. Significant expenditures included in the budgeted expenses are: Shoshoni Landfill Closure - \$1.4 million (partially covered by a grant for \$640,000); Dubois Landfill expansion - \$550,000; Equipment replacement - \$750,000. The District has also included engineering projects for strategic planning and the Lander transfer station design at the Lander Landfill approaches its closure date. The total for these projects is approximately \$450,000. Full staff is budgeted for and no wage adjustments are included. In summary, the total budgeted expenses exceed budgeted revenue by \$1.6 million, due largely to the delay of the Shoshoni Landfill closure. Closure was delayed to accommodate demolition projects for the town of Shoshoni and the Wyoming Life Resource Center.

County Clerk Julie Freese presented a preliminary budget hearing. Additional preliminary budget items may be discussed at the following meeting and a final budget hearing, all inclusive, will then be advertised for a final budget hearing on June 30th.

Commissioner meeting reports were given:

Commissioner Mike Jones attended the Solid Waste Disposal District monthly meeting and stated the budget was reviewed as presented earlier in the meeting.

Commissioner Jennifer McCarty attended the monthly Weed and Pest Control District monthly meeting and also stated they reported on it earlier in the meeting. The Museum Director and staff are discussing reduced hours and days, they continue to work diligently on revenue streams.

Commissioner Clarence Thomas asked that the Building Maintenance Department continue to be diligent in sanitizing door knobs, counters, etc. He continues to express concern that the State is posting rolling numbers instead of active COVID-19 cases.

Vice-Chairman Larry Allen stated the Fair Manager will submit a variance to the City of Riverton for the August Fair. There will be no entertainment, just exhibits. He further reviewed the reports from CAT regarding repairs to the damaged motor grader. Estimates have been produced on the exterior of the unit; however, internal estimates are not available yet.

Chairman Travis Becker met with a landowner regarding access to their property off of Hillcrest Drive and will report back when more information is available. The Forest Service District Ranger informed him that they will temporarily close Louis Lake Road from South Pass to Worthen Meadow for two weeks to allow for completion of road maintenance.

Commissioner Clarence Thomas was absent from the remainder of the meeting.

The Budget Work Session was held. Present in the audience were Kim Collins, Ryan Lee, Mike Hutchison, JR Oakley, Kristi Green, Tara Berg, Karla Davis, Anita Marple, Shari Haskins and Annette Bregar.

Continued discussion was held on options for alternate space for the Extension Offices. Present was County Coordinator Alex Malcolm, Educator Chance Marshall and Office Manager Rachel Fisk. Malcolm distributed a letter stating they are offering to vacate the Lander office building, with the understanding they can have office space for two employees in the Courthouse within the Transportation Department. He further reviewed additional cuts made to Version 5 of their budget. Vice-Chairman Allen stated he is still not ready to make a final decision and asked that this be taken under advisement to allow for additional time to research all options to combine their services.

County Clerk Julie Freese and Deputy Treasurer Jim Anderson recapped the session the previous week regarding additional cuts and changes. Cuts made the previous meeting were reviewed: 1) Use \$800,000 out of the Capital Revolving Fund; 2) Employees take on 1% of the Retirement (this includes the ¼% increase that the employees would have had to take this year.) (-\$105,000); 3) Employees will take on 7% of the health insurance premium and the county will pay 2% (-\$87,500); 4) Remove Cash Reserves from all Offline Boards (Fair, Library, Museum, Recreation)(\$610,000); 5) Sheriff will not pay Holiday Pay and require deputies to take Comp time instead (- \$180,000); 6) Cash Reserve cut (-\$200,000); 7) No travel allowed unless mandated; 7) All telephone charges and internet charges in individual budgets be

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removed (-\$40,000) as these charges will be paid by the ISS budget. Freese reported that will all these changes made the prior week, \$25,735 still needs to be cut.

Vice-Chairman Larry Allen stated the Fremont County Fair can cut an additional \$35,000 for a budget request of \$575,000 due to changes being made for the upcoming Fair.

Chairman Becker expressed concern with the Sheriff reducing his budget by \$180,000 and not paying Holiday Pay and requiring Compensation time instead. Sheriff Lee stated that due to never being fully staffed, he felt \$150,000 would cover Holiday Pay if infused back into his budget. The Commissioners agreed to this as deputies cannot take a day off, their work is 24/7 and they should be compensated accordingly for performing such a vital service.

Chief Civil Deputy Jodi Darrough's research on the question "Can the Board of Commissioners rescind a vote to raise elected officials' salaries was discussed as well as her opinion stating "No". W.S. § 18-3-107(d) states " the board of county commissioners shall meet every four years for the purpose of setting elected officials' salaries for the following four years, commencing January 1. The salary amount, when determined, cannot be increased during the period for which established." In this instance the 2018 Resolution sets salaries for calendar years 2019-2022. A lot of social media has taken place regarding this issue, and it was noted that the County Commissioners have received the same salary since 2015. Chairman Becker stated all Elected Officials would be given the option to either take their scheduled increase out of their budget or not. At this time, all the Elected Officials present indicated they would take the increase out of their budget.

Revenue projections were reviewed and the decision was made to increase this number from \$2,703,353 to \$2,985,186 (an increase of \$130,000 which is the State's optimistic projection for Sales and Use Tax Revenues).

Treasurer Jim Anderson asked the Commission to reconsider the Treasurer's budget, specifically having a part time position return to full time (+\$20,000). The Commissioners were in agreement as long as the Treasurer follows through on his agreement to have other positions help with the public and phones.

After these additions and deductions, Freese stated she estimates the budget is now \$22,697 to the good. She still has to do work on several budgets, but needs to have a proposed budget ready for advertising by Thursday.

The Elected Officials present in the audience thanked the Commissioners for their time and effort on the budgets. Their willingness to look outside the box to help balance the budget was appreciated.

The two renewal County Commissioner Scholarships were reviewed. Based on a weighted vote, Larry Allen moved, Mike Jones seconded, to award the one Renewal Scholarship to Tierra Price and to name Kami Bolte as First Alternate. Motion carried unanimously.

Assessor Tara Berg reviewed the upcoming Board of Equalization Tax Protest Hearing process, and specifically the potential need for a longer hearing for four properties being protested by Burlington Resources. The Commissioners agreed to extend their time frame to a two hour hearing.

Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 3:00 p.m. and reconvene for a Regular Meeting on June 23, 2020. Motion carried unanimously

A full detailed report and the official minutes are posted on Fremont County's website at www.fremontcountywy.org.

/s/ TRAVIS BECKER, CHAIRMAN
FREMONT COUNTY COMMISSIONERS

ATTEST:

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