

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
JUNE 27, 2023

### **FULL DETAILED REPORT**

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

Mike Jones moved, Clarence Thomas seconded, to approve the agenda. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomas seconded, to approve the minutes of the Regular Meeting held on June 20, 2023. Motion carried unanimously.

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

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
307 Aerial Services LLC	Transportation	Surveying Services	\$245.00
Ace Hardware-Lander	County Buildings	Materials/Supplies	\$1,067.69
Ace Hardware-Riverton	County Buildings	Materials/Supplies	\$71.59
Apex Surveying, Inc.	Road Construction	Engineer Riverview Project	\$36,950.94
Big Horn Tire Inc.	Vehicle Maintenance	Vehicle Tires	\$3,507.60
Black Hills Energy	County Buildings	Utility Service	\$3,967.91
Bloedorn Lumber-Lander	County Buildings	Materials Supplies	\$563.50
Burden, Dan	ARPA Program Grant	Security Service	\$3,278.00
Carroll Septic Service	Transportation	Services	\$150.00
Clancy II, Michael	Transportation	Expense Reimbursement	\$110.00
Classic Helicopter Group LLC	Detention Center	Life Flight	\$58,350.50
Cruikshank, Robert	Transportation	Reimbursement	\$150.00
Desert Mountain Corporation	Road Construction	Supplies	\$36,319.51
Drug Testing Services LLC	Transportation	Services	\$155.00
Fabrizius, Billy	Transportation	Reimburse Expenses	\$270.00
Floyd's Truck Center WY	Vehicle Maintenance	Parts	\$73.53
Hinds, Paula E.	Culture & Recreation	Reimbursement	\$206.42
Lander Medical Clinic PC	Special Tax	MOVE Award	\$100,000.00
Matthew Bender & Co., Inc.	Clerk of District Court	Supplies	\$285.31
Napa Auto Parts of Dubois	Transportation	Parts/Supplies	\$23.48
Napa Auto Parts-Riverton	Transportation	Parts/Supplies	\$31.84
N-Compliance Safety Services, Inc.	Transportation	MSHA Training	\$5,000.00
Norco, Inc.	Segregated	Supplies	\$2,365.56
Novo Benefits	Health Benefit Plan	Services Fee	\$5,410.59
Overhead Door, Inc.	ARPA Program Grant	Service/Supplies	\$12,665.00
Patriot Petroleum Solutions LLC	ARPA Program Grant	Fuel System Upgrade	\$90,377.60
Pilar Products LLC	ARPA Program Grant	Supplies	\$5,146.00
Post, Raymond	Planning	Car Wash	\$7.76
Riverton, City of	County Buildings	Water/Sewer	\$825.24
Rocky Mtn Window Distributors	ARPA Program Grant	Windows Installation	\$147,064.00
Rodney's Collision & Custom	Detention Center	Repairs	\$4,496.90
Self Insured Reporting LLC	Health Benefit Plan	Analysis Service	\$3,749.00
Slumberland Furniture	ARPA Program Grant	Furniture	\$18,294.96
Stewart, Frank	Transportation	Expense Reimbursement	\$110.00
Trailersplus	Capital Asset Acquisitions	Trailer Purchase	\$9,369.13
Traveling Computers	ARPA Program Grant	Supplies Services	\$475.99
Western Printing, Inc.	County Assessor	Supplies	\$351.02
Wyoming Office Attorney General	24/7 Program	Program Fees	\$4,014.00

Jennifer McCarty moved, Ron Fabrizius seconded, to accept the voucher from Fremont Counseling Service in the amount of \$3,750 for May Title 25 patients. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Abatement Summary Value Change for Burlingon Resources; and 2) Record of Proceedings. Clarence Thomas moved, Mike Jones seconded, to approve submission of a letter to the USDA Forest Service regarding Fremont County's interest in continued service in the Resource Advisory Council. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve a Utility Right-of-Way Easement from Rocky Mountain

Power for Baldwin Creek Road. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve a BlueCross BlueShield of Wyoming ASO Group Plan Change to incorporate federally mandated changes and to discontinue the contract with Springbuk and replace with KnovaSolutions. Motion carried unanimously. Clarence Thomas moved, Mike Jones seconded, to approve a Contract between Fremont County, Wyoming and Patriot Petroleum Solutions for the Fremont County Fuel System Replacement Project. Motion carried unanimously. Clarence Thomas moved, Ron Fabrizius seconded, to approve a Fremont County Fuel System Upgrade Contract between Fremont County Government and Perfect Power Electric. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) Civil Attorney Memorandum regarding procedures for addressing matters that arise between regular meetings which require a timely approval. Specifically discussed was the procedure to call a Special Meeting and give an eight-hour notice to the media whenever possible as he stated "any action taken by the board outside of a normal, special or emergency meeting is void." There have been times in the past when requests have been made, typically for a Special Malt Beverage or Catering Permit, only days before the weekend event and outside of the Commission meeting dates, and a poll had been taken for approval via e-mail and ratified at the next meeting. This will no longer be the procedure and advertising on the website will be done to inform people they need to give enough time for a request to be handled during a regular meeting. 2) Open House for the remodeled Lander Circuit Courtroom and offices held later in the day. 3) Request from the Fremont County Safety and Security Committee to hold the ALICE training on Columbus Day for Courthouse employees.

A Public Comment Review was held at 9:15 a.m., as advertised, regarding the uses for Title III County Funds. In accordance with the Secure Rural Schools and Community Self-Determination Act of 2000, there is a requirement that Fremont County must hold public comment for forty-five days, of which the comment period began May 15, 2023 and ended June 27, 2023. No comments were received regarding the proposed funding of Title III funds budgeted as follows: Search & Rescue - \$15,000; Fire Prevention Programs - \$37,439 for a total of 52,439. Mike Jones moved, Jennifer McCarty seconded, to approve the Title III Funding as proposed. Motion carried unanimously.

Interviews for two positions on the Fremont County Library Board continued with Marta Mossburg and incumbent Perry Cook. Library Director Anita Marple was present in the audience. Previously interviewed was incumbent Sherry Shelley and new applicants Cady Shoutis, Joan Jones and Tina Clifford. Mike Jones moved to re-appoint incumbents Perry Cook and Sherry Shelley to three-year terms. Motion died for lack of a second. Clarence Thomas moved, Jennifer McCarty seconded, to appoint Cady Shoutis and Marta Mossburg to three year terms to the Library Board. Voting against the motion: Larry Allen, Mike Jones and Ron Fabrizius. Motion failed. Later in the meeting, a weighted ballot was taken for selection of the two applicants for the Library Board with Perry Cook and Marta Mossburg being the high vote getters. Mike Jones moved, Clarence Thomas seconded, to re-appoint Perry Cook and new applicant Marta Mossburg to three-year terms on the Library Board. Motion carried unanimously.

Joyce Hartman interviewed for re-appointment to a three-year term on the Fremont County Historic Preservation Commission. Mike Jones moved, Clarence Thomas seconded, to re-appoint Joyce Hartman to the Historic Preservation Commission. Motion carried unanimously.

Stephanie Weaver interviewed for re-appointment to a three-year term on the Fremont County Museum Board. Mike Jones moved, Jennifer McCarty seconded, to re-appoint Stephanie Weaver to the Museum Board. Motion carried unanimously.

A Public Hearing was held at 10:45 a.m., as advertised, regarding Unanticipated Revenues and Budget Transfers within Fremont County's FY 2022-2023 budget. Present in the audience was Sheriff Ryan Lee and J.R. Oakley, JR Project Management LLC. County Clerk Julie Freese stated one item needs amended from the advertised information: Unanticipated Revenue from ARPA funding to the Circuit Court Remodel Capital Project from \$910,000 to \$930,000. Mike Jones moved, Clarence Thomas seconded, to approve Resolution No. 2023-15 "FY 2022-2023 Budget Amendment No. 4" as amended. Motion carried unanimously.

One renewal Fremont County Commissioner Scholarship award is made annually. Mike Jones moved, Clarence Thomas seconded, to select Laura Dockery as the recipient of the 2023-2024 County Commissioner Scholarship Renewal and Conor Christensen was selected as First Alternate. Motion carried unanimously.

The presentation the previous evening by E-911 Communications Supervisor Carl Freeman was reviewed in which he proposed that the E-911 surcharge remain at \$.75 for the upcoming fiscal year. Sheriff Ryan Lee was present in the audience. This is a 911 surcharge per access line, both wireless and landline, for an estimated revenue of \$437,390 for the upcoming fiscal year. Each of the ten users of the Dispatch Center are charged a contribution rate based upon that agency's call volume. Mike Jones moved, Clarence Thomas seconded, to approve the \$.75 surcharge for FY 2023-24. Motion carried unanimously.

County Clerk Julie Freese reviewed changes that had been made to the advertised proposed FY 2022-23 Fremont County Government budget which has an amended assessed valuation of \$1,042,789,553. Sheriff Ryan Lee, Deputy County Clerk Margy Irvine and Treatment Courts Director Cassie Murray were present in the audience. County Clerk and Budget Officer Julie Freese explained to the Commissioners that she made an error in reporting the revenues under the Fund Balance category and once that was corrected, there was approximately \$9 million more available in the budget. Freese also mentioned that the discussion on the Mineral payments being paid in full rather than monthly was what she expected to see as an increase in the budget. Due to the fact that these payments have been coming in early, she and Treasurer Jim Anderson suggested that most of the revenue be placed in a Mineral Stabilization Fund to balance budgets going forward when the decline begins to happen. Commissioners discussed amounts and decided to put \$8 million in a Mineral Stabilization Fund.

County Clerk Freese distributed a list of cuts the Commissioners made and asked if they wished to adjust any of these. Starting with the Social Services, it was decided to increase the Riverton Senior Center's allocation from \$10,000 to \$31,000 so they can repair their bus garage roof. They also revisited the Center of Hope, based on a request during the public hearing the previous night, and increased that allocation from \$10,000 to \$35,000. The Museum request for three full-time employees was revisited and it was decided to allow the increase back into the Museum budget for three part-time employees to help with coverage at all three museums. Cuts in the Recreation Board budget to only allow \$100,000 in community projects was changed to allow the additional \$41,425 in new requests if the Recreation Board wishes to fund them. Both the Museum and Recreation Boards will rework their budgets and return them to her for the final budget numbers. Clerk Freese and Treasurer Anderson recommended paying off the loan to the State which was received by the County in the event any special district or the county felt they needed a loan while waiting for the Mineral payments to arrive. Since the payments of Minerals from roughly 60% of the industry had been received, no loans had been made. Repayment of this loan was approved at \$822,511. Freese also suggested a line item in the Support Services for Fees and Commissions of \$8,000 to cover costs of the annual auction or any other sale of county assets. This was adjusted to \$10,000. Freese also discussed the upcoming SOC discussions and asked that an amount of money be set aside for any changes to the SOC requests that may be coming in late summer. Several amounts were discussed and a \$300,000 amount was set aside in the Cash Reserve for that purpose. Final discussion on Juvenile Treatment Courts and Court Assisted Supervised Treatment programs were discussed regarding the County match. The amounts have more than doubled in this year (JTC \$173,649 and CAST \$136,674). Many changes have been made to these programs in the year and some of this may be due to the number of clients the programs are taking on. The Clerk and Treasurer will work closely with Director Cassie Murray on these programs to monitor the budgets for both programs. Mike Jones moved, Jennifer McCarty seconded, to adopt the FY 2023-2024 budget. Motion carried unanimously.

County Clerk Julie Freese presented several authorizations required for grant funded projects. Mike Jones moved, Jennifer McCarty seconded, to re-authorize the Capital Revolving Fund allocation for the Extension Office's purchase of an enclosed trailer from \$8,623.64 to \$9,369.13. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to accept the bid from TrailersPlus in Casper in the amount of \$9,369.13 for the enclosed trailer. Motion carried unanimously.

An ARPA funded project for the Buildings for replacement of the roof cooler was needing additional funding. Mike Jones moved, Clarence Thomas seconded, to increase the original authorization of \$14,000 to \$32,000. Motion carried unanimously. Mike Jones moved, Clarence Thomas seconded, to accept the bid from Sweetwater Air in the amount of \$31,894 for the roof cooler. Motion carried unanimously.

An LATC project previously requested for a replacement vehicle for the Juvenile Treatment Court was discussed. The request was inadvertently left out of the total vehicle count. Mike Jones moved, Ron Fabrizius seconded, to authorize \$40,000 for a vehicle for the Juvenile Treatment Court. Motion carried unanimously.

County Clerk Julie Freese stated all Special District proposed budgets have been posted to the County website and the final budgets will be posted soon. The budgets indicate when and where their public hearing will be held. The Mill Levy setting is scheduled for Monday, August 7, 2023 at 9:00 a.m.

Discussion was held about scheduling a work session on the larger LATC grant applications needing additional information. No date was set at this time.

There being no further business, Mike Jones moved, Clarence Thomas seconded, to adjourn the Regular meeting at 12:20 p.m. and reconvene for a Regular Meeting at 9:00 a.m. on July 11, 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