

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
AUGUST 3, 2021

**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 Mike Jones. County Clerk Julie A. Freese was present.

Larry Allen moved, Jennifer McCarty seconded, to approve the agenda as presented. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomas seconded, to approve the minutes of the Regular Meeting held on July 20, 2021. 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>
A & I Distributors	Vehicle Maintenance	Oil/Fluids	\$2,689.00
American Family & Life Insurance	Segregated	Insurance	\$5,457.29
ANDA Inc	Public Health	Vaccine Supplies	\$4,943.25
Big Brothers Big Sisters of NW WY	TANF Grant	Grant Proceeds	\$4,614.06
Black Hills Energy	Segregated	Utility Service	\$2,413.01
Bloedorn Lumber-Lander	County Sheriff	Materials/Supplies	\$49.92
Blue Cross Blue Shield of WY	Co Admin	Health Insurance Claims	\$363,732.24
California State Disbursement	Payroll	Child Support	\$50.00
Carroll Septic Service	Transportation	Services	\$150.00
Colonial Life & Accident Insurance	Segregated	Insurance	\$2,396.36
DeGraw, Larry R	County Coroner	Reimburse Expenses	\$125.00
Delta Kits Inc	Vehicle Maintenance	Supplies	\$382.00
Desert Mountain Corporation	Road Construction	Road Material	\$29,963.67
DOWL LLC	Road Construction	Rumble Strips	\$1,189.94
Evan's Trucking	1% Gravel Projects	Contract Services	\$605.00
Fahey, Penny	Health Promotion	Wellness Program Services	\$3,600.00
Fremont County Treasurer	Co Admin	Health Insurance	\$340,441.00
Fremont County Treasurer	Co Admin	Section 125 Benefits	\$46,472.72
Glassburn, Jennifer M.	Public Defender	Court Transcripts	\$1,523.75
Grainger	County Buildings	Materials/Supplies	\$331.55
Great West Trust	Segregated	Wyoming Benefits	\$7,995.00
Healthsmart Benefit Solutions	Segregated	Insurance	\$960.00
Jack's Saw Shop Inc	County Buildings	Supplies/Equipment	\$27.49
Keeler, Alan I	Transportation	Contract Services	\$3,975.00
Kisling, Lisa	Public Defender	Rent	\$450.00
Liberty Mutual Insurance Co.	County Coroner	Bond	\$100.00
Miller, Margaret	District Court	GAL Office Rent	\$150.00
Mountain Drivetrain	Vehicle Maintenance	Shop Material	\$22.10
Napa Auto Parts-Lander	County Buildings	Parts Supplies	\$9.02
Natrona County Circuit Court	County Attorney	Copy	\$2.00
New York Life Insurance	Segregated	Insurance	\$133.11
Norco Inc	Segregated	Supplies	\$3,433.15
Northern Arapaho Child Support	Payroll	Child Support	\$598.78
Orkin LLC	County Buildings	Pest Control Service	\$935.00
Payroll Taxes	Co Admin	Withholding/FICA	\$188,408.75
Premier Vehicle Install Inc	Vehicle Maintenance	Parts/Freight/Service	\$154.37
Quill Corporation	Segregated	Office Supplies	\$592.89
Redacted	Health Promotion	Wellness Reimbursement	\$198.00
Riverton Ranger, Inc	County Attorney	Subscription Renewal	\$65.00
Riverton, City of	Segregated	Water/Sewer	\$1,127.27
Sehnert Systems Inc	County Buildings	Door Supplies	\$214.91
Sims, Tyson	1% Gravel Projects	Contract Services	\$12,210.00
Soule, Sierra	District Court	GAL Office Rent	\$150.00
State Disbursement Unit	Payroll	Child Support	\$1,066.25
State of Wyoming	County Clerk	Archives Storage	\$7.79
State of Wyoming	Public Defender	Office Rent	\$1,650.00
Stoudt, Sally A.	Youth Services	Reimburse Expenses	\$22.85
Terrance R. Martin PC	Public Defender	Rent	\$450.00
Total Net Salaries	Segregated	Salaries	\$613,831.71
Traveling Computers	Computer Services	Computer Supplies, Services	\$3,060.19

T-Y Excavation Inc	Transportation	Road Maintenance	\$5,965.00
USPS- Hasler	County Attorney	Postage	\$1,000.00
Veraldi Psychological Services PC	District Court	Psychological Evaluation	\$1,500.00
Whiting Law, P.C.	District Court	Professional Services	\$1,492.50
WY Dept of Employment	Segregated	Unemployment Claims	\$0.00
WY Dept of Health	Health Nurse	Payroll Reimbursement	\$40,325.58
WY SDU	Payroll	Child Support	\$1,480.00
WY State Lands & Investments	Transportation	Wiggins Fork Lease	\$67.00
Wyo Child Support Enforcement	Segregated	Child Support	\$806.00
Wyo Dept of Workforce Services	Co Admin	Workers Comp	\$16,845.91
Wyoming Retirement System	Co Admin	Contributions	\$149,603.93
Wyoming.com	Computer Services	Monthly Service	\$26.95
Wyonet Inc.	Computer Services	Telephone/Internet Service	\$4,216.58

The following items in the Signature File were reviewed: 1) Sympathy card; and 2) Record of Proceedings. Clarence Thomas moved, Jennifer McCarty seconded, to approve a letter of support to Fremont Counseling Service for their application to the U.S. Probation Office to provide sex offender treatment services. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve a Liberty Mutual Surety Public Official Bond for Larry DeGraw. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve a Fremont County Bank of the West Credit Card Application for Larry DeGraw with a limit of \$2,500. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to accept the bid from PMI Pavement Maintenance, Inc. in the amount of \$24,280.00 for crack seal and striping of six parking lots with funding through the Capital Revolving Fund. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve a bid of \$23,641.96 from Service Plumbing & Heating and a bid of \$1,128.00 from Dave's Asphalt for the ADA Updates for Bath House and Fremont Center Ramp for the Fremont County Fair with funding through the Capital Revolving Fund. Motion carried unanimously. Clarence Thomas moved, Larry Allen seconded, to increase the authorization from the Capital Revolving Fund from \$34,000.00 to \$38,000.000 for the Little Wind and Bath House Roof for the Fremont County Fair. Motion carried unanimously. Clarence Thomas moved, Larry Allen seconded, to approve the bid of \$37,875.00 from Rocky Mountain Applicators, Inc. for the Little Wind and Bath House Roof. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) The Commission acknowledged receipt of the following District Assessment Rolls: Riverton Valley Irrigation District, LeClair Irrigation District, Midvale Irrigation District, Mountain View Improvement District, Warm Springs Water District, Popo Agie Irrigation District, Mountain View Water District and Enterprise Watershed Improvement District. 2) Unity through Adversity 2021 Wyoming Association of County Officers Conference Agenda; 3) Bureau of Indian Affairs, Wind River Agency, Notice of Decision for trust acquisition of fee lands on the application filed by Audrey A. Ward (County Attorney's Office will file Appeal).

There was nobody present for the Public Comment period.

Transportation Superintendent Billy Meeks was joined by DOWL Engineer Kasey Jones who presented the Certificate of Final Completion with 71 Construction for the 8 Mile Road Transverse Rumble Strips project dated July 23, 2021. The 40-day advertisement will begin. Larry Allen moved, Jennifer McCarty seconded, to approve the Certificate of Final Completion as presented. Motion carried unanimously.

In other business, Billy Meeks stated they are having difficulty finding a qualified candidate for the Truck Driver vacancy.

Hattie Calvert was present, representing Treatment Court Director Melinda Cox, requesting permission to refill a Clinical Supervisor vacancy. This position is critical to the program as is required for CARF accreditation. Clarence Thomas moved, Larry Allen seconded, to approve re-filling the Clinical Supervisor position at a salary of \$59,000. Motion carried unanimously.

Natural Resource Management Plan committee representative Doug Thompson asked for approval of three public meetings set to review the draft Plan, which is out for public comment until September 5<sup>th</sup>. This is the next step required of the public information process for the updated Plan. The dates selected are as follows:

August 18, 2021	Riverton	City Hall	6:00 pm – 8:00 pm
August 19, 2021	Dubois	Town Hall	1:00 pm – 3:00 pm
August 19, 2021	Lander	Courthouse	6:00 pm – 8:00 pm

He reiterated that only written comments will be accepted and the meetings are set up to answer any questions, explain the process, why and how the Plan will be used, and if anything has been overlooked.

The meetings are not intended as a venue to debate an issue. The consultant will handle dissemination of the meeting times and dates to the public and he will visit the two radio stations and provide the information as well. Mike Jones moved, Clarence Thomas seconded, to approve the public meetings schedule as presented. Motion carried unanimously.

Emergency Management Coordinator Vonda Huish stated she would like to make several changes to the Administrative Assistant position and then begin advertising to refill it. This was her previous position prior to her promotion to the Coordinator position following the retirement of Kathi Metzler. Her liaison, Commissioner Allen, will review the revised Job Description when available. Jennifer McCarty moved, Larry Allen seconded, to authorize refilling the Emergency Management Administrative Assistant position. Motion carried unanimously.

Commissioner meeting reports were given:

Commissioner Jennifer McCarty attended the Fremont County Planning Commission meeting.

Commissioner Clarence Thomas reminded the Commission of their meeting later today with the Wind River Intertribal Council and Transportation Department, followed by introduction of several ambulance representatives, Frontier Ambulance, and general ambulance related discussion. He asked if the County COVID Task Force would be implemented again as a result of the COVID-19 Delta variant presence. Chairman Becker stated that, at this time, he does not feel it is necessary.

Chairman Becker has been assisting private individuals who are going through the landlocked process through District Court. Efforts are ongoing to find a County Health Officer for Fremont County.

Commissioner Mike Jones stated he has had conversations with the hospital and they are beginning reporting numbers again to the State who is providing daily updates. Public Health Nurse Manager Becky Parkins received clarification that all Fremont County numbers are included in the State numbers, including the Wind River Indian Reservation and Emergency Preparedness Coordinator Traci Foutz forwarded the state Department of Health website link information.

County Clerk Julie Freese distributed the Standard Occupational Classification information from various departments in preparation of salary review by the Commission. She stated the State SOC information is a tool to be used and that other governmental agencies for this region are most likely included in the information relevant to this region. The departments were asked to provide levels to reinforce their salary adjustment requests, and Freese stated many were very appreciative they had made this tool to be used for their department which will help when refilling a position and can be based on knowledge, skills, and years of service. She will sort all requests by position description to give an overview of how like jobs and current salaries compare.

Doug Thompson, and former Commissioner, was still present in the audience and cautioned the Board that past history of prior processes used for salary surveys usually opened the door for everybody to request increases.

Museums Central Director Scott Goetz presented the 2020-2021 Annual Report. Reviewed was Marketing, Programming, Maintenance, Acquisitions/Accessions, Self-Generated Revenues (indicating a slight increase from the previous year), Visitation and Exhibit Installations. Commissioners Thomas and McCarty thanked him and referenced positive comments they hear.

County Treasurer Jim Anderson was joined by Carver Florek & James CPA Jason Lund to present the Financial Report for the fiscal year ended June 30, 2020. Lund reviewed the Summary of Auditor's Results regarding the financial statements stating the report expressed an unqualified opinion (clean audit) on the basic financial statements of Fremont County. The audit disclosed one material weakness regarding the Measurement of Closure & Post-Closure Liability for the Solid Waste Landfill. Significant Deficiencies were identified on a Year-End Physical Count of Road Construction Inventory, Help America Vote Act (HAVA) equipment, COVID-19 Coronavirus Relief Fund (overtime and other grant calculations).

Treasurer Anderson presented financial highlights of the audit. As of June 30, 2020, Fremont County had \$30.3 million of cash and investments. This excludes amounts held in fiduciary funds and belonging to other entities. In addition, the County owns capital assets (property and equipment) valued at \$113.6 million, net of accumulated depreciation. This amount includes infrastructure (roads and bridges) (\$89.7 million). The County had \$7.3 million of other assets, primarily property taxes and

grants receivable, and \$15.3 million of liabilities including current liabilities (\$2.7 million), net pension liability (\$10.6 million) and other post-employment benefits liability (\$170 thousand). Fremont County's assets and deferred outflows exceeded liabilities and deferred inflows by \$134.7 million (net position) at the close of fiscal year 2020. Of this amount, \$15.6 million is available for the County's general obligations to citizens and creditors (unrestricted net position). \$111.9 million is invested in capital assets, and the \$7.1 million remaining portion of net position is restricted for specific purposes. During fiscal year 2020, Fremont County had \$32.3 million of revenues and \$28.1 million of expenses. The County's total net position increased \$4.2 million. He concluded by thanking county officials for their assistance in helping his Firm complete the annual audit report, also echoed by the Commission. A copy of the complete Financial Report will be available on the County's website at [https://fremontcountywy.gov/budget\\_finance/audited\\_financial\\_statements.php](https://fremontcountywy.gov/budget_finance/audited_financial_statements.php).

There being no further business, Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 11:30 a.m. and reconvene for a Regular Meeting on August 10, 2021. 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/ TRAVIS BECKER, CHAIRMAN  
FREMONT COUNTY COMMISSIONERS

ATTEST:

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