

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
AUGUST 4, 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.

Jennifer McCarty moved, Mike Jones 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 July 21, 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>
A. D. Martin Lumber Co	Transportation	Materials/Supplies	\$89.13
Ace Hardware-Lander	Segregated	Materials/Supplies	\$383.61
Ace Hardware-Riverton	Segregated	Materials/Supplies	\$58.58
Airgas USA LLC	Vehicle Maintenance	Supplies	\$22.56
American Family & Life Insurance	Segregated	Insurance	\$7,776.87
Bank of the West	Operation Safeguard	Credit Card Charges	\$889.84
Bank of the West Acct Analysis	Investment Pool	Bank Charges	\$289.77
Bill Jones Plumbing & Heating	County Buildings	Materials/Services /Repairs	\$90.00
Black Hills Energy	Segregated	Utility Service	\$2,088.83
Bloedorn Lumber-Lander	Operation Safeguard	Materials, Supplies	\$516.86
Blue 360 Media, LLC	County Attorney	Law Books	\$618.80
Blue Cross Blue Shield of WY	Co Admin	Health Insurance Claims	\$681,951.61
Bradford Supply Co	Transportation	Supplies	\$1,422.24
Burden, Dan	Segregated	Alarm Monitoring / Safety	\$1,359.20
Centurylink	Computer Services	Telephone / Internet	\$2,306.33
Child Support Services/ORS	Payroll	Child Support	\$325.00
Cindy Parrish LPC	District Court	Services	\$800.00
Colonial Life & Accident Insurance	Segregated	Insurance	\$165.22
Darktrace Limited	Computer Services	Security Services	\$9,500.00
Dell Marketing, L.P.	County Sheriff	Computer Equipment	\$3,102.60
Desert Mountain Corporation	Transportation	Mag Chloride	\$30,024.82
Dubois Frontier, The	County Commission	Renew Subscription	\$26.00
Dubois Telephone Exchange	Segregated	Telephone	\$681.89
Eaton Sales & Service, LLC	Fuel Facility	Parts & Supplies	\$788.51
Fahey, Penny	Health Promotion	Wellness Contract	\$3,500.00
Floyd's Truck Center WY	Vehicle Maintenance	Parts	\$346.47
Fremont County Solid Waste	County Buildings	Bio Bags	\$30.00
Fremont County Treasurer	Co Admin	Health Insurance	\$352,504.00
Fremont County Treasurer	Co Admin	Withholding/FICA	\$188,154.64
Fremont County Treasurer	Co Admin	Section 125 Benefits	\$47,796.34
Fremont County Treasurer	Health Benefit Plan	Patient Outcomes Research Fee	\$1,470.00
Grainger	County Buildings	Materials/Supplies	\$118.08
Great West Trust	Segregated	Wyoming Benefits	\$7,210.00
Greenwood Mapping Inc	County Assessor	Mapserver Hosting & Support	\$5,200.00
Hasco Industrial Supply	Transportation	Supplies	\$78.29
Haslam, Kenneth	Vehicle Maintenance	Reimbursement	\$110.24
Healthsmart Benefit Solutions	Segregated	Insurance	\$992.00
Jace Water Service Inc	1% Gravel Projects	Contract Services	\$3,107.50
Kairos Communications	Transportation	County 10 Advertising	\$100.00
Kellner, Ruth K.	Operation Safeguard	Reimburse Expenses	\$10.50
Kisling, Lisa	Public Defender	Public Defenders Rent	\$450.00
Lawson Products, Inc	Vehicle Maintenance	Parts & Supplies	\$577.62
Lazzari, Bailey	Public Defender	Rent	\$450.00
Leisy, Glen	Transportation	Expense Reimbursement	\$150.00
Matthew Bender & Co., Inc	Clerk of District Court	WY Court Rules	\$190.10
Miller, Margaret	District Court	GAL Office Rent	\$150.00
National Business Systems Inc	County Treasurer	Prepaid Postcards -Services	\$2,617.36
Natrona County Circuit Court	Payroll	Garnishment	\$126.08

County Commissioner Minutes
August 4, 2020

New York Life Insurance	Segregated	Insurance	\$133.11
Norco Inc	Transportation	Supplies	\$152.64
Northern Arapaho Child Support	Payroll	Child Support	\$598.78
Office Shop Inc, The	Computer Services	Maintenance	\$7,624.38
Owens, Javen	Juvenile Treatment Court	Substance Abuse Evaluations	\$2,850.00
Post, Raymond	County Buildings	Car Wash	\$10.00
Quill Corporation	County Treasurer	Office Supplies	\$49.99
R T Communications	Segregated	Telephone Services	\$538.89
Riverton Ranger, Inc	County Attorney	Subscription Renewal	\$60.00
Riverton, City of	County Buildings	Water/Sewer	\$1,188.52
Six Robblees' Inc	Vehicle Maintenance	Parts/Supplies	\$48.93
Soule, Sierra	District Court	GAL Office Rent	\$150.00
State Disbursement Unit	Payroll	Child Support	\$1,066.25
State of Wyoming	Public Defender	Office Rent	\$1,650.00
Sweetwater Aire LLC	County Buildings	Maintenance	\$397.10
Terrance R. Martin PC	Public Defender	Rent	\$450.00
Total Net Salaries	Segregated	Salaries	\$610,404.75
Traveling Computers	Computer Services	Computer Supplies, Services	\$6,496.84
Valley Lumber & Supply Co Inc	Operation Safeguard	Materials/Supplies	\$79.92
Verizon Wireless	Segregated	Cellphone Service	\$166.30
Whiting Law, P.C.	District Court	Professional Services	\$2,257.50
WY Dept of Transportation	Vehicle Maintenance	Transfer County Plate	\$2.00
WY SDU	Payroll	Child Support	\$1,190.28
Wyo Child Support Enforcement	Segregated	Child Support	\$1,456.00
Wyo Dept of Workforce Services	Co Admin	Workers Comp	\$0.00
Wyoming Behavioral Institute	Health & Welfare	Title 25	\$4,524.00
Wyoming Retirement System	Co Admin	Contributions	\$147,124.73
Wyoming.com	Computer Services	Internet Services	\$2,169.30
Wyonet Inc.	Computer Services	Telephone Service	\$3,381.92

Mike Jones moved, Clarence Thomas seconded, to approve a voucher to Wyoming Behavioral Institute for Title XXV patients in the amount of \$9.00, to correct an underpayment. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Memorandum of Understanding between Board of Fremont County Commissioners, Fremont County, Wyoming and Cloud Peak Counseling Center (taken under advisement); 2) Sympathy Card; 3) Contract for Services between Y2 Consultants, LLC and Fremont County (taken under advisement); 4) UW Annual Compensation Agreement for Extension Personnel (taken under advisement); 5) Adjustment to Assessment Summary; 6) Abatement Summary Value Change; and 7) Record of Proceedings. Larry Allen moved, Jennifer McCarty seconded, to approve a 24-Hour Malt Beverage Permit for 1838 Rendezvous Association for their Labor Day Event September 4-7, 2020. Motion carried unanimously. Receipt of the \$100 fee was acknowledged. Larry Allen moved, Jennifer McCarty seconded, to approve a Grant Agreement between Wyoming Department of Health, Public Health Division and Fremont County for the Substance Abuse Prevention Program, Tobacco Prevention and Control Program and Injury and Violence Prevention Programs. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve a Contract between Wyoming Department of Health, Behavioral Health Division, and Fremont County Commissioners for the Court Assisted Supervised Treatment Program. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve a Contract between Wyoming Department of Health, Behavioral Health Division, and Fremont County Commissioners for the Juvenile Treatment Court. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve a Blue Cross Blue Shield Summary of Benefits and Coverage for Plan A and Plan B. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to ratify approval of an Online Auction Listing and Marketing Agreement with Big Iron Auctions. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to ratify approval of an Extension of the Fuel Supply Contract among Fremont County Government, Fremont County Solid Waste Disposal District and Bailey Enterprises, Inc. d/b/a Bailey Oil Company. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve an Application/Permit to Construct Access Driveway from James and Julie Robertson for Warm Springs Creek Road. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) letter from Fremont Counseling Service Executive Director Scott Hayes requesting a discussion to enter into a contract together for the purpose of guiding conduct and payments for emergency mental health evaluation services (Mr. Hayes will be scheduled on the following meeting to discuss the request).

The Public Comment period was held.

Executive Health Insurance Committee member Margy Irvine discussed plan document changes regarding Telemedicine. She stated the Committee recommends two plan changes: Telemedicine COVID-19 Temporary Extension through August 31, 2020 and Telemedicine claims to be paid the same manner as a regular visit, added to the deductible, provide more opportunity for mental health providers and patients, allow visits to be more comfortable to patient and physician, and be in addition to Teledoc and not meant as a replacement. This would be effective September 1, 2020 and continue through the term of the current plan document. Larry Allen moved, Jennifer McCarty seconded, to approve both recommendations. Motion carried unanimously.

Transportation Department Administrative Secretary Jill Johnson reviewed the application for WYDOT Congestion Mitigation/Air Quality Program for dust suppression product totaling \$348,110.00. She stated the County would have a 20% match of \$69,622.00 which would be funded through the Road Construction Fund budget. The thirteen roads are located in the Dubois, Lysite and Atlantic City areas totaling 49.93 miles. A portion of the roads will be magged if only partially funded. Larry Allen moved, Mike Jones seconded, to approve Resolution No. 2020-18 "Authorizing the submission of an application for federal funding through the Congestion Mitigation Air Quality Program administered by the Wyoming Department of Transportation for Fremont County Commissioners for the purposes of the CMAQ 2021 project". Motion carried unanimously.

Public Health Nurse Manager Becky Parkins reviewed a Memorandum of Understanding and stated there is federal funding through the state for public health personnel salaries to support contact tracing and other outbreak response activities, County Health Officer pay for outbreak response activities and testing costs, not to exceed \$701,216.00. Larry Allen moved, Jennifer McCarty seconded, to approve the Memorandum of Understanding between Wyoming Department of Health, Public Health Division and Fremont County. Motion carried unanimously. This will be considered the pre-budget hearing for the Unanticipated Revenue and the information will be advertised and the public hearing held. In other business, Parkins requested permission to refill a state nursing position recently vacated, which is a benefitted 40 hour/week position. Larry Allen moved, Jennifer McCarty seconded, to approve refilling the position. Motion carried unanimously. Interviews are being conducted for a previously approved for rehire 32 hour state position. Getting prepared for flu season, uninsured and under insured vaccines will be available and the state is promoting the availability more this year. The months of August through December are busy months with long term waiver assessment being conducted, approximately 80 per month. She is expecting state budget cuts for the Maternal Child Health program but is optimistic other programs will be unaffected. She will look at the former Extension building in Riverton to determine if it would fit the needs of the Public Health Department. Parkins stated her conversation with the state IT department noted any rewiring would be out at least 90 days. Commissioner Jones stated the County is looking at a large generator that would fit the needs of the County as a whole, including public health. County Clerk Julie Freese asked that Parkins get the necessary paperwork to her liaison, Commissioner Clarence Thomas, prior to any new employee starting employment. Vice-Chairman Allen stated the Emergency Management Agency continues to get supplies from the Department of Health and other agencies (masks, etc.) with no forewarning of when shipments may arrive. Parkins stated she would attempt to find out in advance of large shipments so they are prepared to receive and distribute them.

Larry Allen moved, Jennifer McCarty seconded, to adjourn into Executive Session for potential litigation with County Clerk Julie Freese and Deputy Margy Irvine. Motion carried unanimously. Larry Allen moved, Mike Jones seconded, to return to Regular Session. Motion carried unanimously.

Chairman Travis Becker and Commissioner Mike Jones met the previous day with former County Commissioner Douglas L. Thompson who agreed to chair a steering committee to assist Y2 Consultants in updating the Fremont County Land Use Plan. A five to seven person committee will be formed by the Commissioners in the near future. Mike Jones moved, Larry Allen seconded, to appoint Douglas L. Thompson as chairman of the steering committee to assist Y2 Consultants with updating the Fremont County Land Use Plan. Motion carried unanimously.

Commissioner Mike Jones was absent from the remainder of the meeting.

Building Maintenance Supervisor J.R. Oakley updated the board on a recent custodial vacancy in the Courthouse. He requested permission to increase the beginning salary from \$13.18/hour to \$13.31/hour. Larry Allen moved, Jennifer McCarty seconded, to authorize refilling the custodial position at a rate of \$13.31 hour. Motion carried unanimously. County Clerk Julie Freese stated Oakley could

move funding from another line item within his budget is he is worried the higher salary will affect the salary line item. He also has a vacancy in the Detention Center and has only received a few applications.

Fremont County Planning Director Steve Baumann briefly joined the meeting to review his response to a landowner on 52 Bald Mountain Road in Dubois, a private road. He is constructing a 15 KW wind system and Baumann informed him the system is under the requirements for permitting under State Statute regarding Wind Generation, as there are no specific County Planning Regulations that would apply to the construction.

Fremont County Recreation Commission chairman Bobby Hague, Treasurer Kristen Ressler and members Ron Cunningham and Margaret Wells were present to discuss their approved County budget. Due to the reduced budget received this year, they have not funded any new projects. They expressed appreciation for the funding to maintain their three major projects: Youth Camp, Heritage Trail and Green Mountain Campground. Ressler expressed concern with the budget allocation of \$165,000 and she was informed they can use their reserves, which were moved to the Cash Reserve.

Jennifer McCarty moved, Larry Allen seconded, to adjourn into Executive Session for personnel. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to return to Regular Session. Motion carried unanimously.

County Clerk Julie Freese relayed a question from the Acting Library Manager regarding converting from PLT to the County's vacation time cap. They asked how much time they could give employees to use their "extra" hours. The Board felt that a December 31st time frame was doable, and the Acting Manager felt four of the five could easily use the beyond-the-cap PLT by the end of December. The fifth staff person's position will terminate at the end of December and that person has the most PLT accrued, but they will be strongly encouraged to use their excess time by that date. If not, a monetary payment will be necessary. Clarence Thomas moved, Jennifer McCarty seconded, to require the five Library employees with PLT over the County vacation cap to use the excess time by December 31, 2020. Motion carried unanimously.

Larry Allen moved, Clarence Thomas seconded, to adjourn the meeting at 11:40 a.m. and reconvene for Regular Meeting on August 11, 2020. Motion carried unanimously

A full detailed report (for informational purposes only) and the official minutes are posted on Fremont County's website at www.fremontcountywy.gov.

/s/ TRAVIS BECKER, CHAIRMAN
FREMONT COUNTY COMMISSIONERS

ATTEST:

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