

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
AUGUST 25, 2020

### **FULL DETAILED REPORT**

The Board of Fremont County Commissioners met in Regular Session at 9:00 a.m. with the following members present: Vice-Chairman Larry Allen, Jennifer McCarty and Michael Jones. Chairman Travis Becker was absent and Commissioner Clarence Thomas arrived later in the meeting. Fremont County Clerk Julie A. Freese was present.

Jennifer McCarty moved, Mike Jones seconded, to approve the agenda as amended. Motion carried unanimously.

Mike Jones moved, Jennifer McCarty seconded, to approve the minutes of the Regular Meeting held on August 11, 2020. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to accept the bills for payment. Motion carried unanimously.

<u>Name</u>	<u>Description</u>	<u>Department</u>	<u>Total Cost</u>
Abel, Rozella	County Elections	Election Judge	\$140.00
Airgas USA LLC	Vehicle Maintenance	Supplies	\$455.14
Alsco Inc	County Buildings	Laundry	\$312.09
Anda Inc	Public Health	Supplies	\$11,942.47
Ash, Linda W.	County Elections	Election Judge	\$260.00
B & B Enterprises LLC	Transportation	Signs & Supplies	\$161.30
Bailey Enterprises, Inc	Segregated	Fuel	\$12,154.45
Baker, Lynda C	County Elections	Election Judge	\$175.00
Ballinger, Jennet L.	County Elections	Election Judge	\$140.00
Ballou, Janet Marie	County Elections	Election Judge	\$140.00
Bang, Lilly M	County Elections	Election Judge	\$40.00
Bang, Patricia J.	County Elections	Election Judge	\$340.00
Bang, Perry	County Elections	Election Judge	\$260.00
Bang, Skyler L	County Elections	Election Judge	\$40.00
Barr, Virginia A.	County Elections	Election Judge	\$140.00
Barton, Linda L	County Elections	Election Judge	\$140.00
Barton, Myron	County Elections	Election Judge	\$140.00
Bell-Milby, Susan A.	County Elections	Election Judge	\$140.00
Bloedorn Lumber-Lander	Transportation	Materials, Supplies	\$27.01
Borders, Karla J.	County Elections	Election Judge	\$140.00
Brodrick, Marlene E	County Elections	Election Judge	\$140.00
Calvert, Ella	County Elections	Election Judge	\$160.00
Centurylink	Computer Services	Phone Service	\$1,960.42
Charter Communications	Computer Services	Internet Service	\$224.98
Chidsey, Carol	County Elections	Election Judge	\$205.00
Christensen, Bradley J	County Elections	Election Judge	\$140.00
CLIA Laboratory Program	Detention Center	Service Fee	\$180.00
CNA Surety	Clerk Of District Court	Bond	\$100.00
Cole, Forrest J	County Elections	Election Judge	\$205.00
Collins, Kim	County Elections	Election Judge	\$100.00
Comesrunningbuck, Nicole PC	County Elections	Election Judge	\$120.00
Cunningham, Jim W.	County Elections	Election Judge	\$140.00
Cunningham, Theresa L	County Elections	Election Judge	\$140.00
Davis, Georgia M.	County Elections	Election Judge	\$140.00
Davis, James E	County Elections	Election Judge	\$140.00
Delay, Lea M.	County Elections	Election Judge	\$140.00
Desert Mountain Corporation	Transportation	Mag Chloride	\$30,242.00
Division of Criminal Investigation	Segregated	Background Check	\$117.00
Donovan, Christipher T	County Elections	Election Judge	\$140.00
Dubois, Town of	Road Reconstruction	ROW Horse Creek Road	\$52,309.81
Dyer, Benjamin L	County Elections	Election Judge	\$140.00
Eagle Uniform & Supply Co	Vehicle Maintenance	Laundry	\$157.04
Edwards Communications	Segregated	Radio Advertising	\$1,718.00
Emerson, Hayden S	County Elections	Election Judge	\$140.00
Falken, Karl Richard	County Elections	Election Judge	\$850.00
Fifield, Teresa L.	County Elections	Election Judge	\$100.00
Flohr, Mary Ellis	County Elections	Election Judge	\$260.00
Fremont Broadcasting	Prevention Program	Radio Advertising	\$1,188.00

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Fremont County Library System	Library	Capital Revolving	\$75,394.60
Gallinger, Bruce E	County Elections	Election Judge	\$140.00
Gallinger, Nancy K	County Elections	Election Judge	\$140.00
Gans, Mara A	County Elections	Election Judge	\$140.00
Glassburn, Jennifer M.	Public Defender	Court Transcripts	\$536.25
Graff, Rosemary P	County Elections	Election Judge	\$140.00
Griewahn, Cynthia	County Elections	Election Judge	\$250.00
Hall, Jared	Vehicle Maintenance	Reimbursement	\$157.45
Hamilton, Amy M.	County Elections	Election Judge	\$140.00
Haper, Mary D.	County Elections	Canvass Board	\$20.00
Harper, Carol A.	County Elections	Election Judge	\$780.00
Harper, Robert C.	County Elections	Election Judge	\$227.50
Hat Butte Ranch	Forest Reserve	Firewise Project	\$6,400.00
Hereford, Geraldine L.	County Elections	Election Judge	\$70.00
High Plains Power, Inc	County Buildings	Utility Services	\$1,185.96
Homelvig, Mary A	County Elections	Election Judge	\$140.00
Horton, Leena	County Elections	Election Judge	\$180.00
Hulme, Linda M.	County Elections	Election Judge	\$100.00
Injury Prevention Resources	Detention Center	Inmate Monitoring	\$120.00
Jamerman, Joy A	County Elections	Election Judge	\$427.50
Jones, Mary Ann	County Elections	Election Judge	\$140.00
Jones, Cheryl A	County Elections	Election Judge	\$140.00
Jones, Thomas W.	County Elections	Election Judge	\$140.00
Kellner, Ruth K.	County Elections	Election Judge	\$445.00
Kenyon, Rebecca L	County Elections	Election Judge	\$165.00
Kisling, Lisa	District Court	Professional Services	\$1,957.50
Kopriva, Patricia A.	County Elections	Election Judge	\$180.00
Ladner, Willard R. Jr	County Elections	Election Judge	\$140.00
Lain, Jolene F	County Elections	Election Judge	\$40.00
Larsen, Debra L.	County Elections	Election Judge	\$180.00
Larsen, John L	County Elections	Election Judge	\$140.00
Larsen, Rebecca L.	County Elections	Election Judge	\$140.00
Long, Jennifer A	County Elections	Election Judge	\$140.00
Lynch, Carol A	County Elections	Election Judge	\$140.00
Malcolm, Donna K.	County Elections	Election Judge	\$142.50
Malcolm, William A	County Elections	Election Judge	\$142.50
Marple, Anita	County Elections	Election Judge	\$70.00
Mason, Nancy J.	County Elections	Election Judge	\$257.50
Master's Touch LLC	County Treasurer	Postage	\$11,255.00
Mayes, Amy K	County Elections	Election Judge	\$140.00
McKay, Katherine G.	District Court	Court Appointment	\$2,812.50
Midwest Connect	Support Services	Postage Machine Supplies	\$565.00
Miller, Peggy M.	County Elections	Election Judge	\$40.00
Moravek, Cynthia K	County Elections	Election Judge	\$165.00
Moravek, Gail J	County Elections	Election Judge	\$165.00
Mr D's Food Center Inc	County Elections	Supplies	\$16.74
National Business Systems Inc	County Treasurer	Postcards	\$530.41
Ness, Margaret A	County Elections	Election Judge	\$260.00
Newton, Dorothy	County Elections	Election Judge	\$140.00
Niemi, Melinda J Long	County Elections	Election Judge	\$140.00
NMS Laboratories	County Coroner	Toxicology Services	\$1,230.00
Nolan, Melody	County Elections	Election Judge	\$455.00
Norco Inc	Transportation	Services	\$9.30
Novo Benefits	Health Benefit Plan	Insurance Services	\$4,961.51
O'Brien, Cheryl	County Elections	Election Judge	\$140.00
Office Shop Inc, The	Agriculture Dept/Computer	Service Agrmt, Lease Agrmt	\$1,486.91
Packer, Rebecca F.	County Elections	Election Judge	\$80.00
Pavillion, Town of	County Buildings	Water Utilities	\$112.50
Pedersen, Beverly K	County Elections	Election Judge	\$140.00
Pedersen, Judith	County Elections	Election Judge	\$140.00
Petersen,Carolynn F	County Elections	Election Judge	\$70.00
Pingree, Wanita Kay	County Elections	Election Judge	\$165.00
Pitt, Orley C	County Elections	Election Judge	\$260.00
Purdum, Virginia	County Elections	Election Judge	\$190.00
Quadient Inc	Segregated	Postage Machines	\$845.89
Quick Set Auto Glass	Vehicle Maintenance	Windshields, Repairs	\$2,690.00
Rector, Mary Elizabeth	County Elections	Election Judge	\$150.00
Reed's Moghaun Office Supply	Clerk Of District Court	Office Supplies	\$221.12
Richardson, Elizabeth A	County Elections	Election Judge	\$180.00
Richardson, Kenneth P	County Elections	Election Judge	\$180.00
Rocky Mountain Power	County Buildings	Utility Service	\$1,801.73
Rogers, Peny L.	County Elections	Election Judge	\$417.50
Rose, Maia	County Elections	Election Judge	\$400.00

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Sawyer, Marit S	County Elections	Election Judge	\$155.00
Schilling, Stephanie	County Elections	Election Judge	\$140.00
Shoshoni, Town Of	County Buildings	Water/Sewer	\$56.00
Shoup, Mary Sue	County Elections	Election Judge	\$140.00
Six Robbless' Inc	Vehicle Maintenance	Parts	\$167.71
Sloan, Michelle L.	County Elections	Election Judge	\$215.00
Smith, Carol A	County Elections	Election Judge	\$140.00
Smith, Stephen	County Elections	Election Judge	\$140.00
Specialized Pathology Consult	County Coroner	Autopsy Fee	\$3,100.00
Stanbury, Rose M	County Elections	Election Judge	\$140.00
Stillman, Gailee R.	County Elections	Election Judge	\$140.00
Stone, Coeurd'alene P	County Elections	Election Judge	\$140.00
Swistowicz, Katherine J	County Elections	Election Judge	\$200.00
Thompson, Douglas L	County Elections	Election Judge	\$140.00
Townsend, Barbara L	County Elections	Election Judge	\$415.00
T-Y Excavation Inc	Transportation	Dubois Road Maintenance	\$1,487.50
Union Telephone Company	Segregated	Cellphones	\$1,046.02
Vann, Katherine S.	County Elections	Election Judge	\$140.00
Verizon Wireless	Segregated	Cellphones	\$1,022.89
Weber, Lori Ann	County Elections	Election Judge	\$70.00
Wells, Dixie	County Elections	Election Judge	\$80.00
West Payment Center	District Court	Library Service	\$73.22
White, Barbara A.	County Elections	Election Judge	\$540.00
White, Sean W.	County Elections	Election Judge	\$432.50
Wicks, Kelly Lyn	County Elections	Election Judge	\$140.00
Wilson, Jennifer	County Elections	Election Judge	\$140.00
Wood, John F.	County Elections	Election Judge	\$165.00
WY Dept of Health	Health Nurse	Payroll Reimburse	\$48,819.90
WY Public Health Laboratory	Public Health	Lab Fees/Supplies	\$270.00
Wyoming Behavioral Institute	Health & Welfare	Title 25	\$3,700.00
Wyoming Dept of Transportation	Segregated	Fuel	\$3,198.25
Yennie, Gerald A	County Elections	Election Judge	\$180.00

Jennifer McCarty moved, Mike Jones seconded, to accept a voucher from Wyoming Behavioral Institute in the amount of \$8,224.00 for three Title 25 patients and from Sage West Health Care for \$2,975.00 for one Title 25 patient. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Adjustment to Assessment Summary cover page; 2) Fremont County Assessor Affidavit for Agricultural Classification for Major Property in Riverton; 3) Y2 Consulting Contract (taken under advisement); and 4) Record of Proceedings. Mike Jones moved, Jennifer McCarty seconded, to approve a Sub Recipient Agreement between the Fremont County Commissioners and Big Brothers Big Sisters of Northwest Wyoming. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve an Amendment to the "2019-2020 Sub Award Agreement" between Fremont County and Volunteers of America Northern Rockies. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a Contract between Wyoming Department of Family Services and Fremont County Commissioners for the Temporary Assistance for Needy Families Community Partnership Initiative. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a Contract between Fremont County Government and Fremont Counseling Service for Mental Health Emergency Detention and Placement. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a Volunteers of America Northern Rockies Quarterly Report and Reimbursement Request in the amount of \$12,407.00. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve Application/Permits to Construct Access Driveway from WHS Engineering for Shoshone Lake Road for Sjostrom Lane, Homestead Court and The Butte Drive. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a License for New Construction of Utility Crossing or Encroachment from High Plains Power, Inc. for Tweed Lane. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a Youth Services Agreement with City of Riverton. Motion carried unanimously.

The following item in the Priority Mail was reviewed: Sheriff Lee's notice of the retirement of a nurse in the Senior Nurse position in Detention and their promotion of the person in the Nurse position to the Senior Nurse position. Sheriff Lee and Lt. Rick Filman were present in the audience and stated the Nurse position's salary is \$52,000 and her new salary in the Senior Nurse position will be \$62,400. Mike Jones moved, Jennifer McCarty seconded, to approve the promotion of the Nurse to Senior Nurse at a salary of \$62,400. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve filling the vacant Nurse position at a salary of \$52,000. Motion carried unanimously. Sheriff Lee requested permission to handle subsequent vacancies within the various departments by e-mail due to time constraints, indicating the vacancy,

intended salary and other pertinent information for the Commission's information. The Board indicated that process would be agreeable and Sheriff Lee stated he was always available if they had any questions.

Clerk of District Court Kristi Green informed the Commission of an impending vacancy within her Department and requested authorization to refill. She indicated they cannot do without the position and will be heading into several jury trials which increases their work load. Mike Jones moved, Jennifer McCarty seconded, to approve refilling the Court Clerk position at an entry level salary of \$31,200. Motion carried unanimously.

A Public Hearing was held at 9:20 a.m., as advertised, regarding Unanticipated Revenues. County Clerk Julie Freese was present. Mike Jones moved, Jennifer McCarty seconded, to approve Resolution No. 2020-2020 "FY 2020-2021 Budget Amendment No. 1" in the amount of \$701,216 from the Wyoming Department of Health to the Fremont County Public Health COVID Response Budget. Motion carried unanimously. Commissioner Jones asked that the Public Health Nurse Manager attend an upcoming meeting to review her plan for the additional funding.

Transportation Superintendent Billy Meeks was present to indicate he had previously received permission to fill a Lander Truck Driver vacancy. He has a suitable candidate he would like to hire. Mike Jones moved, Jennifer McCarty seconded, to approve filling the Truck Driver position at a salary of \$33,472 pending background check and drug and alcohol testing. Motion carried unanimously.

DOWL Engineer Kasey Jones joined Billy Meeks to discuss the Moneta-Lysite Road Shoulder Widening Project. The contractor notified Jones that the seeding and mulching required to meet BLM standards would overrun the project budget. Mike Jones moved, Jennifer McCarty seconded, to approve an additional amount not to exceed \$45,000 for the mulching and seeding of the project. Motion carried unanimously. Meeks stated there is funding available in the 1% budget to fund the overage. Kasey Jones stated the contractor has addressed all outstanding issues documented with the exception of the seeding and mulching and hauling off concrete.

Vehicle Maintenance Supervisor Brad Meredith updated the Board on a service truck in the Riverton area that lost an engine. This is a 1979 vehicle that is on the list for replacement. The quote for a new engine is \$3,127.95 and he was given approval to move forward after discussion with his liaison who contacted the other Commission members prior to the meeting. Mike Jones moved, Jennifer McCarty seconded, to ratify purchase of a new engine for the Riverton Service Truck not to exceed \$4,000, with funding through the Emergency Repair line item of the Capital Revolving Fund. Motion carried unanimously. Meredith further stated a 2001 spin balancer in the Lander Shop cannot be repaired, and he presented three bids on a new unit. Mike Jones moved, Jennifer McCarty seconded, to approve the purchase of a spin balancer from Lander NAPA at a cost of \$5,199.00, not to exceed \$5,500 with additional related items, with funding through the Vehicle Maintenance budget. Motion carried unanimously. In other business, videos of all the surplus items being advertised with Big Iron auctions should be completed soon, with the Weed and Pest Control District joining in. He estimated that the final auction day would be mid-October.

Executive Health Insurance Committee representative Margy Irvine stated all BlueCross BlueShield participants will begin seeing an "out of network" charge for AMR Ambulance Services. She stated BCBS and AMR have been negotiating a contract but to date, has not been successful. She emphasized this effects every BCBS participant, it has nothing to do with any change to Fremont County's Plan Document. She stated County employees are also covered by MASA which is a secondary provider. Vice-Chairman Allen and Chief Civil Deputy Attorney Darrough have been working on the issue for some time now, and Darrough suggested it may be time to approach the Legislators for assistance. Irvine stated BCBS participants are beginning to receive letters of the "in network" to "out of network" change with AMR and she wanted the Commissioners to be apprised of the situation.

County Planning Director Steve Baumann presented a Corrective Plat of Elk Valley Subdivision, Lots 1, 2 and 3 Replat. He stated the subdivision is located west of Lander on the Baldwin Creek Road extension just before the Shoshone Lake Road. The owners have requested the actual location of the water line easement be changed to the correct location on the ground. He stated the Subdivision Regulations allow for administrative review and recording of Corrective Plats for this purpose. Mike Jones moved, Jennifer McCarty seconded, to approve the Corrective Plat of the Elk Valley Subdivision, Lots 1, 2 and 3 Replat. Motion carried unanimously.

In other business, County Planner Steve Baumann stated the Department has been reviewing the Small Wastewater Regulations since 2019 as a result of a failed small wastewater system south of Lander that was emitting surface discharge on an adjacent landowner's property. The current Regulations made it difficult to determine what constituted a system failure and how best to remedy the situation because the Regulations deal primarily with the construction of systems. As a consequence of that review, and oversight by the County

Attorney's Office, the Planning Department arrived at some revisions to the current Regulations that clarifies what constitutes failure and a process to ensure remediation of that failure. In addition, those sections of the current Regulations that allow the Department of Environmental Quality to "Permit by Rule" are recommended for elimination. These include Outhouses, Greywater Systems and Land Application of Septage for individual land owners, and they are not reviewed, not inspected and routinely cause long term issues that the Planning Department would like to address. New Permit Fees would apply to all three permits if DEQ is removed from oversight. He referenced the current Regulations with the proposed changes which had earlier been forwarded to the Commissioners for review. Baumann stated his update was for discussion purposes only, the Planning Commission will address again at their monthly meeting later in the week and a determination made at that time on whether to request that a formal rule change process be implemented. He further noted contractors, real estate agents and septic system suppliers have already been apprised of the proposed changes.

Commissioner Clarence Thomas joined the meeting at this time.

University of Wyoming Cooperative Extension Service Director Kelly Crane, Interim Associate Director Bridger Feuz and Fremont County Coordinator Alex Malcolm were present to discuss the Annual Contribution Agreement. Fremont County pays 50% of salary for the 4-H Extension Educator position (\$32,640.00), filled by Malcolm. Jennifer McCarty moved, Mike Jones seconded, to adjourn into Executive Session with the three men for personnel. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to return to Regular Session. Motion carried unanimously. Acting Chairman Larry Allen stated the County could not afford to pay the 50% match this fiscal year. Crane stated that performance issues can be addressed; however, lack of funding is a much bigger concern.

Treatment Court Director Melinda Cox stated she has not been made aware of any funding changes within approved state contracts to this point. She further the Commission had earlier authorized refilling a vacant Case Manager position; however, she opted to not fill the position through the summer months and is just now advertising for the vacancy. She was able to manage the caseload through the summer months, but they have recently seen an influx of 10 clients, which she specifically attributes to COVID. She also has a vacant Juvenile Probation Officer position, and the State changed from a biennium award of \$95,000 to a one year award of \$47,500; however, she intends to fill the position at a salary not to exceed \$42,000, and may advertise the position as a one year position with future years contingent on continued state funding. This position is for the Day Reporting Program at Tonkin. Mike Jones moved, Jennifer McCarty seconded, to authorize refilling the Juvenile Probation Officer position at a salary not to exceed \$42,000. Motion carried unanimously.

Continued discussion was held regarding the UW Extension Annual Contribution Agreement. County Clerk Julie Freese and Chief Civil Deputy Jodi Darrough reminded the Board that the budget has been set with the 50% funding for the 4-H Extension Educator position. The Board asked that both Extension Service Director Kelly Crane and Interim Associate Director Bridger Feuz return to the meeting. Jennifer McCarty moved, Mike Jones seconded, to adjourn into Executive Session for personnel. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to return to Regular Session. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve the Annual Contribution Agreement. Motion carried unanimously.

Commissioner meeting reports were given.

Commissioner Mike Jones attended the Fremont County Solid Waste Disposal District monthly meeting where discussion on the Strategic Plan continued. The Fremont County Library Board continues working on a plan to convert PLT to mirror the County's benefit plan. He has received calls from interested individuals to serve on the County's ½ percent committee, if that is how the County plans to proceed.

Commissioner Jennifer McCarty attended the monthly Fremont County Museums Board meeting and stated the Pioneer Museum is struggling with reduced visitation. The Dubois Museum treks are helping keep their numbers up. The Museum's long term plan is to rebrand the three Museums.

Commissioner Clarence Thomas stated the Tribal Transportation Department and Intertribal Council wants to begin meetings again regarding vacating some County Roads and turning back to the Tribes. He stated the push is because they can access federal tribal funding that is not available to the County.

Acting Chairman Larry Allen attended the Fremont County Fair Board meeting. He stated the recent carnival owner approached them to set up in between the Wyoming State Fair and another venue later in the month, which worked for them to be in Riverton last week. Discussion was held regarding comments received that

patrons liked the Fremont County Fair and carnival being held at two separate times and not together as was past practice.

County Treasurer Tom Majdic had briefly joined the meeting earlier to discuss the ½ percent tax proposition for economic development that had passed in the Primary Election. The proposition wording states a March 1, 2021 distribution start date; however, the Department of Revenue will only make quarterly distributions, so the correct date would either be January 1, 2021 or April 1, 2021, which was his suggestion. He returned with Deputy Jim Anderson to continue discussion. Chief Civil Deputy Jodi Darrough submitted an April request for an Attorney General's formal opinion on how to handle proceeds from the economic development tax, were it to pass. As this is the first tax implemented during Majdic's term as Treasurer, he was concerned that if it is his responsibility to do the distribution, he may have to let other obligations he has taken on go (Library, grant work, etc.). The Board asked that no action be taken until an AG's opinion is forthcoming. Darrough stated she would reach out again to see when an opinion might be expected.

Jennifer McCarty moved, Clarence Thomas seconded, to adjourn the meeting at 12:15 p.m. and reconvene for a Regular Meeting on September 1, 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](http://www.fremontcountywy.gov).

/s/ LARRY ALLEN, CHAIRMAN  
FREMONT COUNTY COMMISSIONERS

ATTEST:

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