

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
SEPTEMBER 1, 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.

Jennifer McCarty 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 August 25, 2020. Chairman Becker abstained due to his absence at said meeting. Motion carried.

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

<u>Name</u>	<u>Description</u>	<u>Department</u>	<u>Total Cost</u>
71 Construction	1% Infrastructure Projects	Materials	\$68,475.58
A & I Distributors	Vehicle Maintenance	Oil/Fluids	\$105.70
Ace Hardware-Lander	Segregated	Materials/Supplies	\$327.65
American Family & Life Insurance	Segregated	Insurance	\$7,776.87
B & B Enterprises LLC	Planning	Signs & Supplies	\$39.90
Bank of the West Acct Analysis	Investment Pool	Bank Charges	\$363.18
Black Hills Energy	Segregated	Utility Service	\$1,902.96
BLR	County Clerk	HR Subscription	\$1,695.00
Blue Cross Blue Shield of WY	Co Admin	Health Insurance Claims	\$505,520.27
Child Support Services/ORS	Payroll	Child Support	\$325.00
Collins, Kim	County Elections	Election Judge Absentee	\$20.00
Colonial Life & Accident Insurance	Segregated	Insurance	\$165.22
Dubois Telephone Exchange	Segregated	Telephone	\$681.89
Fahey, Penny	Health Promotion	Wellness Program Contract	\$3,500.00
Fifield, Teresa L.	County Elections	Election Judge Absentee	\$20.00
Fremont County Treasurer	Co Admin	Health Insurance	\$340,965.00
Fremont County Treasurer	Co Admin	Withholding/FICA	\$183,591.06
Fremont County Treasurer	Co Admin	Section 125 Benefits	\$46,963.34
Great West Trust	Segregated	Wyoming Benefits	\$7,130.00
Healthsmart Benefit Solutions	Segregated	Insurance	\$992.00
Hulme, Linda M.	County Elections	Election Judge Absentee	\$20.00
Kisling, Lisa	Public Defender	Office Rent	\$450.00
Lazzari, Bailey	Public Defender	Office Rent	\$450.00
Malcolm, Donna K.	County Elections	Election Judge Absentee	\$20.00
Malcolm, William A	County Elections	Election Judge Absentee	\$20.00
Miller, Margaret	District Court	GAL Office Rent	\$150.00
Natrona County Circuit Court	Payroll	Garnishment	\$141.10
New York Life Insurance	Segregated	Insurance	\$133.11
Northern Arapaho Child Support	Payroll	Child Support	\$598.78
Ottman, Pepper	County Elections	Election Judge Absentee	\$20.00
Post, Raymond	County Buildings	Car Wash	\$10.00
Purdum, Virginia	County Elections	Election Judge Absentee	\$20.00
Quill Corporation	County Attorney	Office Supplies	\$100.76
R R Brink Locking Systems Inc	County Buildings Detention	Materials/Supplies	\$447.00
R T Communications	Segregated	Telephone Services	\$538.89
Riverton, City of	County Buildings	Water/Sewer	\$1,191.83
Rockmount /Nassau	Vehicle Maintenance	Materials/Supplies	\$436.12
Sagewest Health Care	Health & Welfare	Title 25 Patients	\$2,975.00
Six Robbles' Inc	Vehicle Maintenance	Parts	\$29.30
Soule, Sierra	District Court	GAL Office Rent	\$150.00
Specialized Pathology Consult	County Coroner	Autopsy Fee	\$1,250.00
State Disbursement Unit	Payroll	Child Support	\$1,066.25
State of Wyoming	Public Defender	Office Rent	\$1,650.00
Stroupe Pest Control Inc	County Buildings	Pest Control	\$415.00
Sweetwater Aire LLC	County Buildings	Repair/Maintenance	\$1,319.78
Terrance R. Martin PC	Public Defender	Office Rent	\$450.00
Total Net Salaries	Segregated	Salaries	\$600,934.75
Traveling Computers	Computer Services	Supplies, Services	\$2,805.49
WY Dept of Unemployment	Co Admin	Unemployment	\$3,871.88

County Commissioner Minutes
September 1, 2020

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	\$8,224.00
Wyoming Retirement System	Co Admin	Contributions	\$145,829.66
Wyoming.com	Computer Services	Internet Services	\$1,084.65
Wyonet Inc	Computer Services	Gmail Accounts	\$2,940.00

Jennifer McCarty moved, Clarence Thomas seconded, to accept a voucher for two Title 25 patients from Sage West Health Care in the amount of \$5,950.00. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Record of Proceedings. Clarence Thomas moved, Mike Jones seconded, to approve an Application/Permit to Construct Access Driveway from Dean McKee on Union Pass Road. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve a License for New Construction of Utility Crossing or Encroachment from RT Communications on Lost Cabin Road. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve a Federal Highway Administration Agreement and Project Memorandum of Understanding for Wiggins Creek Bridge on East Fork Road. Motion carried unanimously. Chairman Becker noted these documents are updates to the 2016 agreements originally approved for the project. Clarence Thomas moved, Jennifer McCarty seconded, to approve a DC Group Proposal for Services for Uninterrupted Power Service (UPS) service and maintenance. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve an Agreement among Wyoming Department of Health, Public Health Division, Fremont County WIC Program and Fremont County. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) Fremont County Vehicle Accident Report involving a Sheriff's Department pickup and a deer. The low bid was submitted by Hague Auto Body in the amount of \$5,551.53. The Wyoming Association of Risk Management deductible is \$5,000. Mike Jones moved, Jennifer McCarty seconded, to accept the low bid from Hague Auto Body. Motion carried unanimously. 2) National Association of County Officials (NACO) scholarship offer for a 12 week online program for leadership development. Several individuals had expressed interest in the program. Mike Jones moved, Clarence Thomas seconded, to accept UW Extension Administrative Secretary Rachel Fisk as the scholarship recipient. Motion carried unanimously. 3) Rededication Ceremony of the Fremont County Veteran's War Memorial on September 11, 2020 at noon.

Chief Civil Deputy Jodi Darrough stated she is researching County Attorney LeBrun's request for more information on the Presidential Executive Order Deferring Payroll Tax Obligations for the 4th Quarter of 2020.

Fremont County Prevention Coordinator Tauna Groomsmith and Public Health Nurse Manager Becky Parkins discussed suicide statistics, noting a 2018 Prevention Needs Assessment indicated 21.86% of youth stated they have seriously considered suicide. Suicide has no age limit, it affects age groups from 8 years of age to elders. A Proclamation was presented and Larry Allen moved, Jennifer McCarty seconded, to proclaim September as National Suicide Prevention and Recovery Month. Motion carried unanimously. National lifelines have been set up.

Fremont County Planner Steve Baumann presented a plat for the West Wind Simple Subdivision Lot 2, Re-Subdivision. The subdivision is located approximately 7.5 miles west of Dubois, just south of Highway 26 prior to crossing the Wind River. This is a proposed split of Lot 2 into three lots ranging in size from 1.58 to 5.45 acres. Jennifer McCarty moved, Clarence Thomas seconded, to approve West Wind Simple Subdivision Lot 2, Re-Subdivision as recommended by the Fremont County Planning Commission. Motion carried unanimously.

Transportation Superintendent Billy Meeks and DOWL Engineer Kasey Jones presented a Certificate of Substantial Completion for the Moneta-Lysite Road Shoulder Widening project, effective July 21, 2020. The Punch List was attached, with seeding and mulching remaining. Jennifer McCarty moved, Mike Jones seconded, to approve the Certificate of Substantial Completion. Motion carried unanimously. Jones stated the contractor has requested a retainage reduction of 2.5%, leaving \$68,000 which would cover the remaining item. Mike Jones moved, Jennifer McCarty seconded, to release 2.5% retaining to R.S. Bennett Construction Company, Inc. Motion carried unanimously. In other business, Jones stated the Willow Creek Road project is on schedule and work on the retaining wall on the east side is starting today.

Acting Library Director Anita Marple and Facilities Manager Tom Norwood joined the meeting to review their budget. The Commissioners have been meeting with all the off-line boards to monitor budget issues due to the cuts taken this fiscal year. Library Board member Perry Cook was present in the audience. Marple stated they continue to watch their cash flow and spend wisely and delay purchases wherever possible. The capital revolving loan boiler replacement project in the Riverton branch is almost complete per Norwood. Reduced days and hours of operation have worked so far as patrons are making fewer visits, reduction in staff is manageable as long as staff remain healthy. They have seen significant increases in on-line resources. The Fremont County Library Foundation is supporting them by making marketing and local subscription purchases possible and they receive assistance from the Friends group as well. Marple stated they do utilize volunteers as much as possible.

Deputy Treasurer Jim Anderson gave an update on revenues stating property taxes are status quo and sales and use tax is higher than this time last year. Direct Distribution from the State may be going away. Assessor Tara Berg stated they are just entering the valuation cycle and she said the assessed valuation is up from last year for local properties. The Lost Cabin Gas Plant is still not operational, gas is 50% less and oil is down 31%. She expects numbers from the state any time. County Clerk Julie Freese stated she is still working on grants from last fiscal year and then will start monitoring individual budgets for the new fiscal year. She stated her office is very busy with new purchases and she expects to hit or exceed her monthly revenue projections. The CARES grant awarded \$4.5 million to Fremont County, but there is work to do before receiving it.

Fremont County Nurse Manager Becky Parkins reviewed the CARES funding she received: \$40,000 for Personnel Costs for contract tracers (retired RN's); \$20,000 for the County Health Officer (former and new); and \$170,000 for PPE supplies. Parkins stated a County Grant Funded Nursing position for Maternal Children's Health was recently vacated. Larry Allen moved, Mike Jones seconded, to approve refilling the position as long as there is state funding available. Motion carried unanimously. Larry Allen moved, Mike Jones seconded, to approve a Memorandum of Understanding between Wyoming Department of Health, Public Health Division and Fremont County for the Maternal and Child Health position. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve a Contract between Wyoming Department of Health, Public Health Division and Fremont County for funding for the Public Health Preparedness and Response Unit. Motion carried unanimously. Parkins further stated a 40-hour State Nursing position was recently vacated. She stated that due to instability at the state level, there is no guarantee they will approve filling the position, but she would like to try. Larry Allen moved, Jennifer McCarty seconded, to refill the State position at the same salary level. Motion carried unanimously. As a result of the vacancies, she will continue Lander hours on Monday and Wednesday only from 9:00 a.m. – 4:00 p.m. as policy mandates there must be two nurses available when open. The Riverton Office will be open on these days for appointments and record requests only, no walk-in traffic will be accepted. She expects this schedule to continue through November before new nurses are hired and trained. She will be canceling Dubois and Shoshoni Clinics. She will join Chairman Becker and Commissioner Jones and Building Supervisor J.R. Oakley next week to walk through the building in Riverton the Commission is considering moving the Public Health offices to.

A Fremont County Sales and Use Tax for Economic Development draft Memorandum of Understanding was discussed. Present was Sales Tax for Economic Development Committee members Gary Michaud, Kevin Kershisnik and Rajean Strube-Fossen, Riverton Mayor Richard Gard and Lander Mayor Monte Richardson. Chief Civil Deputy Jodi Darrough had reviewed the MOU and made edits, and stated she is still waiting on an Attorney General's opinion on how to handle proceeds from the tax, of which an opinion has been promised by the end of the week. Discussion was held on the 1% state administrative fee, and the allocation from Department of Revenue to the county and six municipalities, based on population. Then per the ballot proposition, 30% net proceeds of the tax is to be used to support transportation infrastructure, and discussion was held on how that will occur, as the Department of Revenue has informed Treasurer Majdic that they will only cut a check to Fremont County and the six municipalities based on tax proceeds, and then it's up to them to distribute the 30% to the proper entity (not yet determined). Darrough stated that it will be required that the County draft a Resolution and set up an agreement with the DOR to administer the tax. Chairman Becker stated the requirement for each County and municipality to distribute their 30% (FCAG, County Treasurer, etc.) and then the importance of that entity reporting proceeds on a monthly basis to the public. Discussion was held on other transportation entities, in addition to WRTA, who may apply for funding. Chairman Becker suggested that Commissioners Larry Allen and Mike Jones set up a subcommittee with other FCAG members to work on the MOU and report back for review by the County's Chief Civil Deputy Attorney.

Fremont County Association of Government membership status was then discussed, which the Board had agreed not to fund the membership dues this budget year. Chairman Becker asked for comments from the Board regarding funding and if the Board felt they should join FCAG again. The consensus of the Board members was the importance of maintaining the relationship with the six municipalities that make up FCAG. They cited the importance of Community Service Block Grant administration and now participation in the distribution of the transportation funding through the ½% tax. Vice-Chairman Allen stated that in the past, they brainstormed ideas and were able to share equipment, he wants to get back to sharing resources if possible. He further stated the importance of FCAG serving in a grant writing capacity, like had been done in the past. Commissioner Thomas asked for FCAG to consider working bringing tribal representation into the membership, further stating we need an open voice, including tribal governments, as we all need to work together in order to survive. Following discussion, Chairman Becker stated the County will continue its membership with FCAG but reiterated the changes discussed and the need to refocus their efforts. Mayor Gard and Richardson expressed support for a cooperative working relationship.

Commission meeting reports were given.

Commissioner Mike Jones stated the custodial position in the Detention Center has been filled. The position in the Courthouse remains open.

Commissioner Jennifer McCarty attended the monthly Fremont County Planning Commission meeting where four proposed subdivisions were passed.

The Commissioners stated they would conduct department head evaluations by using the same process as last year, beginning with one per meeting.

Larry Allen moved, Clarence Thomas seconded, to adjourn the meeting at 11:35 a.m. and reconvene for a Regular Meeting on September 8, 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