

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
SEPTEMBER 7, 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.

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 24, 2021. Motion carried unanimously.

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

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
71 Construction	1% Infrastructure Projects	Materials	\$297,669.40
A & I Distributors	Vehicle Maintenance	Oil/Fluids	\$580.31
ABC Sign Inc	PHEP COVID Response	Engineering Materials	\$33,100.00
Airgas USA LLC	Vehicle Maintenance	Supplies	\$105.85
AlSCO Inc	County Buildings	Laundry	\$260.16
American Family & Life Insurance	Segregated	Insurance	\$5,157.64
Bailey Enterprises, Inc	Inventory	Bulk Fuel	\$27,690.55
Bank of the West Acct Analysis	Investment Pool	Analyzed Charges	\$1,067.57
Black Hills Energy	County Buildings	Utility Service	\$2,133.43
Bloedorn Lumber-Lander	County Buildings	Materials, Supplies	\$1,239.79
Blue 360 Media, LLC	County Attorney	Law Books	\$663.00
Blue Cross Blue Shield of WY	Co Admin	Health Insurance Claims	\$427,377.15
California State Disbursement	Payroll	Child Support	\$50.00
Carquest Auto Parts	Vehicle Maintenance	Parts & Supplies	\$12.71
Cloud Peak Counseling Center	Health & Welfare	Title 25	\$1,625.00
Colonial Life & Accident Insurance	Segregated	Insurance	\$2,122.18
Dealers Electrical Supply	County Buildings Detention	Supplies	\$159.56
DOWL LLC	Road Construction	Professional Services	\$1,300.91
Dubois Telephone Exchange	County Sheriff	Telephone Service	\$715.73
Fahey, Penny	Health Promotion	Wellness Contract	\$3,600.00
Federal Express Corp	County Attorney	Shipping Fees	\$38.64
Fremont County Treasurer	Co Admin	Health Insurance	\$333,712.00
Fremont County Treasurer	Co Admin	Section 125 Benefits	\$45,191.54
Grainger	County Buildings Detention	Materials/Supplies	\$546.56
Great West Trust	Segregated	Wyoming Benefits	\$5,885.00
Healthsmart Benefit Solutions	Segregated	Insurance	\$928.00
Hollings, Lee	Transportation	Reimbursement	\$289.63
Inberg-Miller Engineers	Road Construction	Project Engineer	\$7,543.00
Jones, Michael	County Commission	Expense Reimbursement	\$823.47
Kisling, Lisa	Public Defender	Rent	\$450.00
KONE Inc	County Buildings	Elevator Maintenance	\$1,341.63
Lawson Products, Inc	Vehicle Maintenance	Parts & Supplies	\$14.10
Mid-Amer Research Chemical	County Buildings Detention	Supplies	\$391.00
Miller, Margaret	District Court	Rent	\$150.00
Natrona County Circuit Court	Payroll	Garnishment	\$116.35
Nelson, Colleen	Culture & Recreation	Expense Reimbursement	\$112.45
New York Life Insurance	Segregated	Insurance	\$133.11
Norco Inc	County Buildings	Supplies	\$4,377.62
Orkin LLC	County Buildings	Pest Control Service	\$75.00
Pavement Maintenance Inc	Capital Asset Acquisitions	Crack Seal	\$18,305.00
Payroll Taxes	Co Admin	Withholding/FICA	\$188,859.12
Post, Raymond	County Buildings	Car Wash	\$10.00
Quickspace	Detention Doors Upgrade	Container Rental	\$430.00
Quill Corporation	County Attorney	Office Supplies	\$395.59
R C Lock & Key	County Buildings	Materials/Supplies	\$36.18
R T Communications	Segregated	Telephone Service	\$542.03
Ratigan, Daniel, M.D.	Detention Center	P.A. Supervisor Contract	\$4,950.00
Riverton Physician Practices LLC	Transportation	Drug Testing	\$386.00
Riverton, City of	Transportation	Airport Water	\$96.98
S & L Industrial	Road Construction	Delineator Projects	\$137,137.00

Shortgrass Hospitality LLC	County Assessor	Lodging	\$480.00
State Disbursement Unit	Payroll	Child Support	\$1,066.25
State of Wyoming	Public Defender	Office Rent	\$1,650.00
Sutherland Lumber Co.	County Buildings Detention	Supplies/Materials	\$56.27
Terrance R. Martin PC	Public Defender	Rent	\$450.00
Total Net Salaries	Segregated	Salaries	\$614,860.29
Traveling Computers	Computer Services	Computer Supplies, Service	\$1,757.96
Tri-Star Detention, Inc.	Detention Doors Upgrade	Detention Center Doors	\$287,324.00
Tyler Technologies Inc	County Clerk	Software Support	\$22,942.68
Valley Lumber & Supply Co Inc	County Buildings Detention	Materials/Supplies	\$5.02
Veraldi Psychological Services PC	District Court	Psychological Evaluation	\$1,500.00
Weld Pro LLC	Detention Facility Trust Fund	Welding Services	\$8,801.01
Western Printing, Inc	Segregated	Printed Supplies	\$1,067.48
Whiting Law, P.C.	District Court	Professional Services	\$2,002.50
WY Dept of Employment	Segregated	Unemployment Claims	\$6,242.72
WY SDU	Payroll	Child Support	\$1,480.00
Wyo Child Support Enforcement	Segregated	Child Support	\$806.00
Wyo Dept of Workforce Service	Co Admin	Workers Comp	\$16,641.79
Wyoming Retirement System	Co Admin	Contributions	\$151,442.84
Wyoming.com	Computer Services	Internet Service	\$26.95
Wyonet Inc.	Computer Services	Telephone Service	\$5,754.89

Later in the meeting, Larry Allen moved, Jennifer McCarty seconded, to approve two manual warrants for distribution of Fremont County's ½ percent Economic Development Tax requirement of 20% to City of Riverton for commercial air service totaling \$93,767.20 and 10% to Fremont County Association of Governments for ground transportation totaling \$46,883.50 which is the contribution for the first quarter (April, May and June). Motion carried unanimously. Treasurer Jim Anderson stated the payments are caught up and will now be paid monthly as part of the regular bill process.

Jennifer McCarty moved, Larry Allen seconded, to accept a voucher from Wyoming Behavioral Institute in the amount of \$7,540.00 for two Title 25 patients. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Capital Asset Inventory Affidavit for Fremont County Commission; and 2) Record of Proceedings. Clarence Thomas moved, Jennifer McCarty seconded, to approve an Approach/Access Application for County Road No. 111 for Mathew and Gina Fantaskey and 626 E 1st Street, Hudson, for Pat Anderson. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve Resolution No. 2021-21 "Appointment of a Special Prosecutor". Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) Legislative Redistricting work session on September 9, 2021 at the CWC Intertribal Center Room in Riverton from 5:00 to 7:00 p.m.; 2) Local Government Liability Pool Memorandum requesting nominations for board vacancies; 3) Fremont County Weed and Pest tour on September 13th; 4) Office of the Wyoming State Public Defender notice of intent to hire Sierra Soule as a Part Time Assistant Public Defender for the 9th Judicial District. Mike Jones moved, Jennifer McCarty seconded, to ratify the Commissioners' decision to ratify the Fremont County Fire Ban effective September 1, 2021.

There was nobody present for the Public Comment period.

Fremont County Planning Department Supervisor Steve Baumann presented the Mustang Meadows Lot 2 and a portion of Lot 3 Replat. The Subdivision is located approximately one mile northwest of Dubois on the north side of Highway 26 and will reduce the size of Lot 2 by adding the western 2.5 acres to the portion of Lot 3. Jennifer McCarty moved, Mike Jones seconded, to approve the Mustang Meadows Lots 2 and a Portion of Lot 3 Replat as recommended by the Fremont County Planning Commission. Motion carried unanimously.

Steve Baumann presented the Free Acre Subdivision one Lot Simple Subdivision, breaking out a 4.15-acre lot from the existing 135-acre parcel. The Subdivision is located just west of the intersection of Squaw Creek Road and Sinks Canyon Road adjacent to the City limits of Lander. Jennifer McCarty moved, Mike Jones seconded, to approve the Free Acre Subdivision as recommended by the Fremont County Planning Commission. Motion carried unanimously.

Steve Baumann presented the Eagle Nest Subdivision, located approximately 11 miles northwest of Dubois north of and adjacent to Highway 26. The subdivision is a two lot simple subdivision, dividing the current 52-acre parcel of land creating a 17.16 and 35.38-acre lot. Baumann noted a culvert still needs to be installed, which has been delayed due to supply shortages. Everything else is in order.

Jennifer McCarty moved, Mike Jones seconded, to approve the Eagle Nest Subdivision as recommended by the Fremont County Planning Commission, contingent on a final inspection by the Planning Department Supervisor. Motion carried unanimously.

County Commissioner meeting reports were given:

Commissioner Clarence Thomas asked if the meeting previously set with the Wind River Intertribal Council and Tribal Transportation Department has been confirmed for September 14th. Vice-Chairman Allen indicated he would miss that next meeting for medical reasons, which prompted the Board to see if the meeting could be postponed until September 24th when all Commissioners would be present. In another matter, Commissioner Thomas asked if the Board should consider starting up regular conference calls to stay current with COVID numbers and related issues. Commissioner Jones did not feel regular calls were necessary at this time but concurred that information and communication is always good. Chairman Becker noted the conference calls set up last year were not well attended but can get Public Health Nurse Supervisor Becky Parkins' input later in the meeting. Commissioner Jones will meet with Building Supervisor Oakley to see what his plans are for COVID fumigating the Courthouse and other County buildings.

At 9:30 a.m. a public hearing was held, as advertised, regarding closure of the 45-day comment period of the Draft Fremont County Natural Resource Management Plan. Committee Chair Douglas L. Thompson was present and stated the three Public Meetings held in August in Riverton, Dubois and Lander were poorly attended. The Comment period ended September 5th and all comments are currently being reviewed by Y2 Consulting who will present to the Committee prior to submission of the Final document to the Commission. Chairman Travis Becker thanked Thompson and Commissioner Jones for their participation on the Committee.

Transportation Superintendent Billy Meeks was joined by Trihydro Engineer Scott Lee to review four bids received for the Structure ELE Replacement Project on Paradise Valley Road. The bid opening was held on August 26th and bids listed as follows:

CC & G, Inc.	\$162,650.00
LCI Trucking & Construction, LLC	\$176,767.00
S & S Builders, LLC	\$244,594.00
Oftedal Construction, Inc.	\$408,850.00

Larry Allen moved, Mike Jones seconded, to approve the Notice of Award to CC & G, Inc. in the amount of \$162,650.00. Motion carried unanimously. Midvale Irrigation District has requested the canal have the opportunity to dry out for three weeks after their shut off date before work begins this fall.

Public Health Nurse Manager Becky Parkins and Supervisor Christine Kraus were present via Zoom to discuss the status of COVID in the county. The Commissioners relayed their earlier conversation regarding implementing conference calls. Parkins stated that she has been participating in Sage West Hospital Conference calls twice per week, along with other entities, as a commitment to stay on top of the situation. The Department of Health website is kept updated on a daily basis. Currently the seven-day average is 38.7 positive tests/day, compared to mid-July of 2 positive tests/day as a comparison. At this time, vaccines are being offered at weekly clinics, along with many other areas in the county. At this time, booster shots are only being advised for immune compromised individuals and not for the general population. The County is not contract tracing as the State has contracted with a company to provide those services. At this time, Public Health has enough dosages of all three vaccines and all clinics can be accommodated. Currently, Sage West in Lander has four positive cases and Riverton has three. If things change, weekly calls can be implemented with County officials, but at this time, a monthly update from Parkins was deemed adequate.

Commissioner meeting reports continued.

Vice-Chairman Larry Allen, along with Commissioner Jones, met with Vehicle Maintenance Supervisor Brad Meredith who were all in agreement to order surplus oils, filters, etc. in case shortages occur in the future due to COVID issues.

Commissioner Jennifer McCarty attended the Fremont County Planning Commission and Fremont County Library Board monthly meetings.

Commissioner Mike Jones attended two Sublette Mule Deer Migration Corridor committee meetings in Pinedale. There has been good discussion and a final recommendation will be out for review soon.

Chairman Travis Becker met with Federal Highway Administration officials last week in Dubois regarding Horse Creek Road and noted the Town is looking at two recommendations. He continues to work on several other road issues in that area.

Bureau of Land Management Field Manager John Elliott and representatives Jared Oakleaf, Ira Waldron and Mike Coyne joined Dubois landowner Blair Butterfield who expressed concern on both his and adjoining landowners' property in the area around the geyser in Saddle Draw west of Town. After many years of the area being "below the radar" and receiving informal use, the geyser and natural arch nearby have become a very popular recreation area. The area is only accessible by ATV's on BLM property, and he noted the vehicular traffic is not as concerning as the open dispersed fires built in the vicinity. Another concern deals with safety as the geyser itself is a geological formation that consists of a hole approximately 15 feet deep and is tricky to descend with the use of a rope. There is no signage or monitoring of the site by BLM and only a matter of time until an accident occurs. Similarly, the natural arch nearby is difficult to access and some approaches require the use of a rope to descend, again, an accident waiting to happen. Area residents bordering or directly downwind from the geyser area would be severely impacted should a campfire burn out of control. Discussion was held on possible ways to make the area safer (signage, increased enforcement, etc.). It was noted that the State Trails Program may have funding available to help with enforcement as BLM only has one field officer and the Sheriff would not have staffing available either. Commissioner Thomas stated there are most likely tribal needs that should be protected as well. All present were in agreement to work with Mr. Butterfield on his concerns for the mutual benefit of all for enjoyment of the multiple use area.

Making Opportunity for a Viable Economy (MOVE) Committee chair Brett Berg, Vice-Chair Holly Butler and members Cy Lee and Jon Mayes (present via Zoom) reviewed the process taken to review five applications for funding through the Fremont County ½ percent Economic Development tax. The Committee recommended three of the five projects for funding:

Museum of the American West	\$15,000
Riverton Medical District	\$250,000
Shoshone Hot Springs Board	\$6,150

Total funding available through the tax is \$328,185.21, so awarding the three amounts would leave a carryover of \$67,000 to begin the next round of grant applicants who can apply through the month of October. The two projects not considered for the first round of funding can be discussed again in October along with new applicants. Berg noted the Committee submitted two of the three projects pending additional requirements as follows: Shoshone Hot Springs Board needs an agreement with Northern Arapaho Tribe as the property is jointly owned with Eastern Shoshone Tribe. The Riverton Hospital District was tentatively approved pending USDA loan approval for the project. Holly Butler asked what the process will be for accountability of each project and Chairman Becker, liaison to the Committee, indicated the entities have one year to use their money and the Commission would be requesting detailed accounting. County Clerk Julie Freese stated she will schedule a meeting with her Financial Specialist and Treasurer Jim Anderson to see what information be needed in order for the County to distribute the funding and develop reporting requirements. It may be beneficial to discuss with the auditors as well. The Commissioners proceeded to visit with representatives from each of the three projects forwarded by the MOVE committee for funding.

Shoshone Hot Springs Board – Diana Mitchell (President) and Yolanda Porter (Vice-President) were present. Commissioner Clarence Thomas stated this must be government to government relations, need documented evidence both tribes are agreeable to the project, it is inappropriate for the Hot Springs Board to speak for the tribes. Chairman Becker expressed concern that the project is still in need of \$2 million funding from other sources. Mike Jones moved, Jennifer McCarty seconded, to send the project back to the MOVE committee for further review pending receipt of the additional documentation. Motion carried unanimously.

Museum of the American West – Jim Corbett, Executive Director, was present. The funding will be used for operations and maintenance funding augmentation. He stated the annual visitation this far has been 12,691 who actually sign in; however, many visit occur on the weekend or after hours and do not sign in, so that figure is higher than documented. Activities were reviewed and scheduled activities include weddings, memorials and various other events (concerts, reunions, meetings, etc.). Mike Jones moved, Jennifer McCarty seconded, to award \$15,000 of the ½ percent Economic Development Tax to Museum of the American West. Motion carried unanimously.

Riverton Regional Medical Center representatives Corte McGuffey, Vivian Watkins, Susan Goetzinger and Roger Gose were present to review their \$250,000 request. The USDA grant funding should be known in October, which makes up 87.73% of the project funding. Land and infrastructure is partly a donation from the Eastern Shoshone Tribe and partly purchased by the Medical Center. Pledges, contributions and fundraising account for roughly \$3 million. They were just recently awarded \$880,000 from the Riverton ½ percent funding, split over the next two years. Commissioner Jones expressed his concern this will be a private entity asking to spend public money. Commissioner Thomas suggested the hospital offer additional services instead of more of the same thing being offered by Sage West Medical Center. Clarence Thomas moved, Larry Allen seconded, to approve funding of the Riverton Regional Medical Center in the amount of \$250,000 from the Fremont County ½ percent Economic Development Fund. Voting against the motion: Jennifer McCarty, Mike Jones and Larry Allen. Motion failed. The project can be reconsidered by the MOVE committee during their next round of applications at which time the USDA loan outcome should be known.

Commissioner Clarence Thomas was absent from the remainder of the meeting.

A Work Session was held to begin review of Standard Occupational Classifications and current pay vs. proposed pay adjustments by Departments. Present in the audience was Assessor Tara Berg, County Attorney Patrick LeBrun, Sheriff Ryan Lee, Administrative Assistant Karla Davis and Clerk of District Court Kristi Green. Treasurer Jim Anderson joined later in the session. Department Heads were all brought to the same level several years ago, with the exception of Information Systems Supervisor, and as there is a variance now in suggested salary ranges, the Commission made the determination they would finalize these salaries in conjunction with their Department Head annual evaluation which will begin next month and subsequently set the following levels: Level 1 - \$63,500; Level 2 - \$65,000 and Level 3 - \$67,500 based on experience, education, longevity, etc. Discussion on off-line boards was postponed until the next meeting. The Commission began department by department and visited each SOC and salary proposal accordingly. The Commission had earlier set aside \$650,000 for SOC adjustments this fall; however, by going department by department and making minor changes, it was apparent the increases would be far above the amount reserved. The Board will need to consider how to proceed.

There being no further business, Mike Jones moved, Jennifer McCarty seconded, to adjourn the meeting at 3:15 p.m. and reconvene for a Regular Meeting on September 14, 2021. Motion carried unanimously.

A full detailed report (informational only) and the official minutes are posted on Fremont County's website (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