

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
SEPTEMBER 28, 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, Jennifer McCarty, Clarence Thomas and Mike Jones. Vice-Chairman Larry Allen arrived later in the meeting. 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 September 14, 2021 as amended. 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>
71 Construction	Road Construction	Rumble Strips	\$16,680.41
A. D. Martin Lumber Co	County Buildings	Materials/Supplies	\$174.11
Alldata	Vehicle Maintenance	Subscription	\$1,500.00
B & B Enterprises LLC	Planning	Signs & Supplies	\$401.60
Bailey Enterprises, Inc	Segregated	Vehicle Fuel	\$29,092.76
Biometrics4all, Inc	Detention Center	Support Service	\$90.00
Bloedorn Lumber-Lander	County Sheriff	Materials/Supplies	\$66.91
Blue 360 Media, LLC	County Sheriff	Law Books	\$331.50
Blue Knight Security LLC	Detention Center	Inmate Transport	\$4,750.00
Bowdel, Steven P.	Detention Center	Medical Services	\$2,250.00
Breadboard, The	Search & Rescue	Meals	\$202.80
Bull's Service & Towing LLC	Abandoned Vehicles	Towing	\$450.00
Casper Star Tribune	Transportation	Advertising	\$237.04
Centurylink	Computer Services	Telephone Service	\$638.38
Clifford, Gregory P. MD PC	Detention Center	Inmate Medical	\$1,944.00
Cowboy Chemical Inc	Detention Center	Laundry & Kitchen Supply	\$1,188.10
Eaton Sales & Service, LLC	Fuel Facility	Parts & Supplies, Repair	\$918.55
Edwards Communications	Prevention Program	Radio Advertising	\$2,009.00
Freese, Julie	County Clerk	Reimburse Petty Cash	\$13.80
Fremont County Solid Waste	County Buildings	Dump Fees	\$10.80
Fremont County Treasurer	County Commission	Property Tax	\$4,478.40
G Bar G Veterinary	County Sheriff	Contract Services	\$318.00
Glassburn, Jennifer M.	Public Defender	Court Transcripts	\$3,854.25
Globalstar USA	Search & Rescue	Satellite Phone	\$115.66
Grainger	County Buildings	Materials/Supplies	\$819.60
Great Divide Towing & Recovery	Abandoned Vehicles	Vehicle Towing	\$100.00
Groomsmith, Tauna	Prevention Program	Expense Reimbursement	\$247.31
High Plains Power, Inc	County Buildings	Utility Services	\$1,216.53
Inberg-Miller Engineers	Road Construction	Project- Engineer	\$2,515.50
Kairos Broadcasting LLC	Prevention Program	Advertising	\$1,600.00
Kisling, Lisa	District Court	Professional Services	\$2,515.17
Kraus, Christine	Prevention Program	Expense Reimbursement	\$178.50
Laboratory Corporation Of America	Detention Center	Inmate Medical	\$17.00
Lander Medical Clinic PC	Segregated	Medical Services	\$3,253.55
Liquidspring LLC	Vehicle Maintenance	Supplies	\$84.38
Mahlum, Zachary Hamilton	District Court	Court Appointment	\$120.00
Mark's Auto Sales & Towing	Abandoned Vehicles	Vehicle Towing	\$130.00
Master's Touch LLC	County Treasurer	Postage Service	\$1,897.37

McAuley, Lindsay	Detention Center	Contract Services	\$156.25
Media Works, Inc	Dispatch Center	Supplies	\$24.99
Medical Imaging Associates of Idaho	Detention Center	Inmate Medical	\$25.00
Miller Excavation LLC	1% Gravel Projects	Contract Services	\$2,040.00
Moore, Christy L.	Detention Center	Uniform Repairs	\$97.50
Mountain Dental PC	Detention Center	Inmate Medical	\$621.00
Mountain West Towing LLC	Abandoned Vehicles	Vehicle Towing	\$1,536.30
Mr D's Food Center, Inc	Detention Center	Supplies	\$986.79
Office Shop Inc, The	Computer Services	Copier Services	\$1,592.34
One Stop Market	Search & Rescue	Vehicle Fuel	\$142.53
Palace Pharmacy	Detention Center	Inmate Rx's	\$5,604.34
Parkins, Becky	Prevention Program	Reimburse Expenses	\$178.50
Pavement Maintenance, Inc	Capital Asset Acquisitions	Crack Sealing	\$5,975.00
Pavillion, Town of	County Buildings	Water Utilities	\$112.50
Post, Raymond	Segregated	Car Wash	\$63.88
Quadient Inc	Segregated	Postage Service	\$61.22
Quadient Leasing USA Inc	County Attorney	Postage Service	\$266.52
Quill Corporation	County Sheriff	Office Supplies	\$328.66
Reed's Moghaun Office Supply	Clerk of District Court	Office Supplies	\$91.56
Remote Satellite Systems	Search & Rescue	Telephone Service	\$112.00
Riverton Physician Practices LLC	Detention Center	Drug Testing	\$453.00
Rodriguez, Jessica	Detention Center	Contract Services	\$843.75
Sagewest Health Care	Detention Center	Inmate Medical	\$5,213.00
Smith Psychological Services	Detention Center	Psychological Services	\$800.00
Soule, Sierra	Public Defender	Office Rent	\$450.00
Specialty Towing Auto & RV	County Sheriff	Towing Charge	\$200.00
Stewart & Stevenson, LLC	County Buildings	Services, Repair	\$1,733.00
Stitches Embroidery Inc	County Sheriff	Embroidering/Uniforms	\$885.12
Summit Fire & Security LLC	County Buildings Detention	Service & Supplies	\$204.50
Sutherland Lumber Co.	County Buildings	Supplies / Materials	\$27.99
Sweetwater County Sheriff	Detention Center	Inmate Housing	\$25,586.99
Trihydro Corporation	Transportation	Milling & Asphalt	\$3,369.97
Union Telephone Company	Segregated	Cellphones	\$488.67
US Foods Inc	Detention Center	Inmate Board	\$22,180.35
Western Printing, Inc	County Attorney	Printed Supplies	\$87.69
Wilkerson, James A, IV, MD PC	County Coroner	Autopsy	\$2,500.00
Wind River Towing	Abandoned Vehicles	Towing	\$280.00
WY Law Enforcement Academy	Detention Center	Training	\$815.00
WY Public Health Laboratory	Public Health	Lab Services	\$511.00
Wyoming Dept of Transportation	Segregated	Fuel	\$3,192.51
Wyoming Office Attorney General	24/7 Program	Program Fees	\$6,254.00
Wyoming.com	County Sheriff	Monthly Service	\$650.00

The following items in the Signature File were reviewed: 1) retirement card for Steve Werner; 2) Abatement Summary cover page; and 3) Record of Proceedings. Jennifer McCarty moved, Mike Jones seconded, to ratify Amendment Two to the Ground Ambulance Service Contract between Fremont County Government and Priority Ambulance, LLC that acknowledges Priority Ambulance received Certification to do Business in the State of Wyoming as Frontier Ambulance LLC and to transfer all the rights bestowed under the Agreement to Priority Ambulance, LLC to Fremont Ambulance, LLC. Motion carried unanimously. Jennifer McCarty moved, Mike Jones seconded, to accept the low bid from Olson's Auto Body and Towing in the amount of \$2,858.07 and Shirt's and More (logo) for \$250 for a total amount of \$3,108.07 for damages to a 2015 Sheriff's Office patrol vehicle with funding through the Sheriff's Office. Motion carried unanimously. Jennifer McCarty moved, Clarence Thomas seconded, to accept a bid from Fremont Auto Collision Center in the amount of \$5,623.28 and Shirt's and More (logo) for \$250 for damages to a 2019 Sheriff's Office patrol vehicle with funding through the Sheriff's Office. Motion carried unanimously. Jennifer McCarty moved, Clarence Thomas seconded, to approve a Memorandum of Understanding between Fremont County Government and City of Lander, Wyoming and Wyoming

Department of Transportation to each fund a portion of a planning study for the Hillcrest Drive Strategic Plan. Motion carried unanimously. Jennifer McCarty moved, Mike Jones seconded, to approve Fremont County Bank of the West Credit Card Applications for Public Health Nurses Brooke Lancaster and Juli Conder with credit limits of \$2,500.00. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a Nelson Engineering Agreement for Professional Engineering Services for Horse Creek Road in Dubois, pending review by the County Attorney's Chief Civil Deputy Attorney. Motion carried unanimously.

There were no action items in the Priority Mail.

There was nobody present for the Public Comment period.

Chairman Travis Becker adjourned as the Board of Fremont County Commissioners and convened as the Fremont County Board of Equalization. Hearing Examiner John Schumacher reviewed the County Board of Equalization Decision and Order prepared in the matter of the appeal of Ann S. and Frank B. Watkins (Docket No. 2021-01). Jennifer McCarty moved, Mike Jones seconded, to approve the Decision and Order upholding the Assessor's 2021 Notice of Assessment for the subject property. Motion carried unanimously. The Board expressed their appreciation to Mr. Schumacher for his service as hearing examiner. Chairman Becker adjourned as the Fremont County Board of Equalization and reconvened as the Board of Fremont County Commissioners.

Commissioner meeting reports were given:

Commissioner Mike Jones attended the Solid Waste Disposal District monthly board meeting where they continue to work on their strategic plan. He has discussed illegal dumping issues with Representative Larsen who will convene a meeting with the District, Tribal and EPA representatives to discuss the concerns both on and off the Wind River Indian Reservation. He attended the Wyoming Association of County Officers annual meeting in Gillette.

Chairman Travis Becker gave a shout out to Fremont County Fire District, Forest Service, Bureau of Land Management, Bureau of Indian Affairs and other cooperators in working effectively together on the Sand Creek Fire and was happy to report no private land was damaged.

Commissioner Clarence Thomas noted there had been another small fire reported on Union Pass to which Chairman Becker noted was a brush fire and quickly extinguished. Commissioner Thomas further discussed several agenda topics for discussion at the afternoon meeting with the Wind River Intertribal Council (MOU on maintenance of four tribal roads, Ambulance, Solid Waste and ½ % Economic Development project). Emergency Preparedness Coordinator Traci Foutz was present on Zoom and updated the Board on the number of COVID-19 hospitalizations this date.

County Clerk Julie Freese stated National Voter Registration Day is coming and they are preparing educational materials. County Clerk's across the state are taking criticism on election issues and she has distributed educational materials on the County's election machines (ES&S) and noted the Secretary of State's Office is looking into auditing procedures. She expressed appreciation to the Fremont County Commission for their past and continued support on election related issues. Preliminary work on setting official holidays for 2022 has begun and per County policy, since New Year's Day falls on a Saturday, the previous Friday would be the holiday (December 31). However, also per policy, is the statement "at no time will December 31 be declared a holiday". Former Treasurer Harnsberger requested the policy statement as that date is the last day of the year to pay property taxes if paying in full. Following discussion later in the day with current Treasurer Jim Anderson who supported the policy of not being closed that day, the Commission made the determination to have January 3 (Monday) as the official New Year's Day holiday for 2022. A formal resolution will be presented at a later day for approval of 2022 holidays.

Transportation Superintendent Billy Meeks presented a DOWL Standard Agreement for Professional Services for the Country Acres Road Reconstruction Project. Jennifer McCarty moved, Clarence Thomas seconded, to approve the Agreement as presented. Motion carried unanimously.

Vice-Chairman Larry Allen arrived at this time.

Trihydro Engineer Scott Lee joined Billy Meeks and presented a Notice to Proceed with CC&G, Inc. for the Paradise Valley Road Box Culvert Replacement Project. Jennifer McCarty moved, Clarence Thomas

seconded, to approve the document that will commence on October 11, 2021 with Substantial Completion on December 3, 2021. Motion carried unanimously. Lee reviewed the documentation he had provided on a request for Change Order No. 2 for additional funding for construction services on the project due to an increase in construction schedule and associated services beyond the original proposal. As the project was increased 30 working days over the proposed estimate of a 20-day construction schedule, the change order includes only part-time observation for an increase of \$44,032. If the board prefers full time construction oversight, the amount would be \$62,392. The Board asked Lee to revisit the Change Order and see if anything can be decreased (vehicle reimbursement, etc.) and return on October 5<sup>th</sup> with a revised Change Order for review.

HDR Engineer Kyle Lehto was present to discuss the status of the bridges on Diversion Dam Road. Due to time constraints on the Commission agenda, he distributed maps of the area for review and will return the following meeting to continue discussion.

Building Maintenance Supervisor J.R. Oakley was joined by Sheriff Ryan Lee and Detention Lt. Rick Filman to provide an update on the Detention Facility Security Upgrade Project. Oakley reviewed change orders that had been necessary thus far into the project. The Board asked him to provide monthly updates until the door replacement project is completed in February of 2022.

J.R. Oakley updated the Board on training he has scheduled for Columbus Day (October 11) in which the Commissioners have approved having the Courthouse closed to the public for an in-house staff training and cleaning day. He will provide training in the District Court Courtroom for all Courthouse employees that will include the Fremont County Crisis Response Guide, training by Public Health on AED's and finally an ALICE training refresher course. The afternoon will be used as deemed appropriate by supervisors (cleaning, getting caught up on work, etc.), basically any project that is hard to do with public present. He will then call individual departments to the basement in the afternoon to provide hands on fire extinguisher training.

Jennifer McCarty moved, Clarence Thomas seconded, to adjourn into Executive Session with Building Maintenance Supervisor J.R. Oakley and Deputy County Clerk Margy Irvine for personnel. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to return to Regular Session. Motion carried unanimously.

Planning Department Supervisor Steve Baumann presented a Certificate of Appreciation to Steve Warner who is retiring effective October 1, 2021. Steve has been with the Planning Department for 13 years as Small Wastewater Specialist and GIS Technician. Co-workers Cheryl Crowson and Marcel Lopez were present in the audience. Baumann stated Steve has been instrumental in rural addressing with the Tribes.

Larry Allen moved, Jennifer McCarty seconded, to adjourn into Executive Session with Chief Civil Deputy Jodi Darrough and new employee Todd Shaker, regarding potential litigation. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to return to Regular Session. Motion carried unanimously. Mike Jones moved, Larry Allen seconded, to approve Resolution No. 2021-22 to begin the imminent domain process to obtain the last parcel necessary to replace the Wiggins Fork Bridge. Motion carried unanimously.

Executive Health Insurance Committee members Margy Irvine, Jim Anderson, Julie Freese and Larry Allen were joined by NOVO representative Kellie Grady and BCBS representative Shane Allen to discuss several prescription drug programs that would affect some individuals participating in the County plan. The Rx CoPay Maximizer is a program for individuals who use a "coupon" program to help defray the cost of certain drugs. There are currently five individuals this program would be affected and the County would receive the benefit of lower costs for the drugs by also working with drug companies. The second program is the Net Results Formulary Program that would affect approximately 60 people on the plan at this time. This is when Prime Therapeutics would send an individual a letter if they are taking certain drugs (list was attached for review) and notify them that an alternative drug, with the same formula, is to be used due to lower cost. An individual's health care provider can provide information on individuals if they do not agree to the lower price drug. Larry Allen moved, Clarence Thomas seconded, to accept the Executive Health Committee's recommendation to change to both prescription drug programs, Rx CoPay Maximizer and Net Results Formulary Program. Motion carried unanimously. Irvine stated there will be Insurance Open Enrollment meetings scheduled November 9 and 10 and flyers will be distributed soon inviting participants to attend to learn more about plan

changes visit with BCBS or NOVO representatives, learn how to enroll or change insurance selections or ask questions about changes that will be effective January 1<sup>st</sup>.

County Clerk Julie Freese, Financial Specialist Michelle Neuenschwander and Sheriff Ryan Lee were present to review preliminary Unanticipated Revenues. Additional funding was received from the WYDOT Highway Safety Program for Deputy salaries for overtime over the Labor Day weekend.

In other business, Sheriff Lee informed the Board that, in conjunction with Frontier Ambulance representatives, the interface software has been ordered for Dispatch and they are waiting for installation to make it possible for real time and address data to be available on all calls dispatched by the Sheriff's Office.

Chief Civil Deputy Attorney Jodi Darrough informed the Board that she will be preparing an Amendment Three to the Frontier Ambulance contract to update Attachment A "Inventory List".

A SOC Work Session was held to continue discussion on creating appropriate job titles and stay within below or within the northwest medium level for each classification. County Clerk Julie Freese provided a spreadsheet of each department with employee names removed, State SOC title, current pay, proposed pay, monetary and percentage difference. She further reiterated that the departments had worked very hard on developing levels within their SOC classifications. Chairman Becker stated \$650,000 had been set aside for these adjustments, and can be changed either way depending on a final decision by this board. He did state the importance of helping our employees with a competitive salary rate. It has been over ten years since employees have received an increase, other than a small COLA here, and it is important to change the revolving door crisis experienced by many departments. By making a sizable SOC adjustment and related increases (not a salary increase) consistent with the NW region (and state if NW not available), future years would only see minimal changes needed. This is the first year the budget was set to live within our expenditures and there may be some CARES funding that could be used as well. Discussion was continued until October 5<sup>th</sup> where the entire afternoon would be a work session to continue this discussion. The Board expressed appreciation to Freese for working on the numerous spreadsheets for their review.

Vice-Chairman Larry Allen stated he had testified before the Labor and Health Committee at the Wyoming County Commissioners Association winter meeting held in conjunction with Wyoming Association of County Offices (WACO) last week via Zoom. The Committee is looking into developing a task force to deal with Emergency Medical Services. He has been working with newly appointed Emergency Management Coordinator Vonda Huish who is in the process of recruiting and filling her former Administrative Secretary position.

The Board will travel to Fort Washakie to meet with the Wind River Intertribal Council on various issues following adjournment of the meeting.

There being no further business, Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 11:40 a.m. and reconvene for a Regular Meeting on October 5, 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