

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
OCTOBER 5, 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 August 28, 2021 as amended. 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>
A & I Distributors	Vehicle Maintenance	Oil/Fluids	\$1,789.85
American Family & Life Insurance	Segregated	Insurance	\$5,157.64
Baldwin Creek Rental Center	County Buildings Detention	Equipment Rental	\$31.20
Big Horn Tire Inc	Vehicle Maintenance	Tires	\$1,840.00
Black Hills Energy	Segregated	Utility Service	\$2,278.56
Blue Cross Blue Shield of WY	Co Admin	Health Insurance Claims	\$501,363.66
California State Disbursement	Payroll	Child Support	\$50.00
Colonial Life & Accident Insurance	Segregated	Insurance	\$2,122.18
Conder, Juli	Health Nurse	Expense Reimbursement	\$45.85
Dealers Electrical Supply	County Buildings Detention	Supplies	\$43.77
Fahey, Penny	Health Promotion	Wellness Contract	\$3,600.00
FC Circuit Court	Payroll	Garnishment	\$875.01
Floyd's Truck Center WY	Vehicle Maintenance	Parts	\$738.53
Fremont County Treasurer	Co Admin	Health Insurance	\$345,779.00
Fremont County Treasurer	Co Admin	Section 125 Benefits	\$46,356.54
Grainger	County Buildings Detention	Materials/Supplies	\$496.62
Great West Trust	Segregated	Wyoming Benefits	\$5,985.00
Groomsmith, Tauna	Prevention Program	Expense Reimbursement	\$405.50
Healthsmart Benefit Solutions	Segregated	Insurance	\$928.00
Jack's Saw Shop, Inc	County Buildings	Supplies/Equipment	\$22.99
Jones, Michael	County Commission	Mileage Reimbursement	\$186.20
Kisling, Lisa	Public Defender	Rent	\$450.00
Mid-Amer Research Chemical	County Buildings Detention	Supplies	\$358.87
Miller, Margaret	District Court	Office Rent	\$150.00
Natrona County Circuit Court	Payroll	Garnishment	\$185.06
Netwrix Corporation	Computer Services	Subscription	\$3,755.25
New York Life Insurance	Segregated	Insurance	\$133.11
Orkin LLC	County Buildings	Pest Control Service	\$305.00
Payroll Taxes	Co Admin	Withholding/FICA	\$185,502.81
Quill Corporation	County Attorney	Office Supplies	\$230.84
R C Lock & Key	County Buildings	Supplies & Services	\$28.00
Ratigan, Daniel, M.D.	Detention Center	P.A. Supervisor Contract	\$4,675.00
Riverton, City of	County Buildings	Water/Sewer	\$1,169.64
Soule, Sierra	Public Defender	Office Rent	\$450.00
State Disbursement Unit	Payroll	Child Support	\$1,066.25
State of Wyoming	Public Defender	Office Rent	\$1,650.00
Terrance R. Martin PC	Public Defender	Office Rent	\$450.00
Total Net Salaries	Segregated	Salaries	\$599,258.71
Traveling Computers	Computer Services	Computer Supplies, Services	\$621.00
Tri-Star Detention, Inc.	Detention Doors Upgrade	Doors	\$376,775.00
T-Y Excavation Inc	Transportation	Road Maintenance	\$760.00
University of Wyoming	Agriculture Department	Salary Contract	\$8,160.00
Waving At You.Com	County Buildings	Outdoor Flags	\$241.00
Western Printing, Inc	County Clerk	Printed Supplies	\$633.44
Whiting Law, P.C.	District Court	Professional Services	\$2,737.50
Wilson, Angela D	County Assessor	Reimburse Expenses	\$171.90
WY Dept of Employment	Segregated	Unemployment Claims	\$0.00
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	\$16,381.00

Wyoming Retirement System	Co Admin	Contributions	\$149,376.01
Wyoming.com	Computer Services	Monthly Service	\$26.95
Wyonet, Inc	Computer Services	Telephone/Internet Service	\$4,216.58

The following items in the Signature File were addressed: 1) Record of Proceedings. Clarence Thomas moved, Jennifer McCarty seconded, to ratify the BCBS ASO Group Plan Changes for prescription drug coverage. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) US Department of the Interior Wind River Agency Notice of Decision of an application filed by Northern Arapaho Tribe for trust acquisition of fee lands; 2) EMS Health Task Force intent to request funding from ARPA funds for EMS needs in the state for permanent funding and Vice-Chairman Larry Allen's reply on behalf of Fremont County needs.

The Public Comment period was held.

Emergency Management Coordinator Vonda Huish was present via Zoom and thanked the Board for keeping the Administrative Secretary position within her department and stated she will be making an offer today to the successful applicant.

Commission meeting reports and concerns were held:

Commissioner Jennifer McCarty stated she will attend a Library Board meeting tomorrow and expects continued discussion from them on moving money from one line item to another to enable hiring somebody to take their meeting minutes. Chairman Becker recommended she remind the Board that the County is still in a hiring freeze and to strongly urge them to look at other alternatives.

Commissioner Mike Jones attended the monthly FCAG meeting where they are discussing a long term solution to EMS services in the county. He has met separately with the Lander Mayor and Assistant and plans continue to develop a MOU for the \$100,000 subsidy assistance requested by the Commissioners of all municipalities and Tribes. He recommended forming a committee to review rules for the ARPA funding and determine suitable expenditures. Have been involved in meeting with Representative Larsen, Popo Agie Conservation District and Town of Hudson officials regarding Homeland Security's direction to remove the temporary Hasco barriers placed along the river several years ago for flooding issues.

Chairman Travis Becker has spent a lot of time with the Federal Highway Administration and Dubois officials regarding Horse Creek Road drainage issues. FHA has approved a storm water drain idea proposed by Dubois pending approval by affected landowners. He thanked fellow Commissioners' on working towards a successful MOU with Wind River Intertribal Council allowing them to take over maintenance on four county roads on the Wind River Indian Reservation. A photo memorialized the event to which Commissioner Thomas noted may be the first photo ever taken of all the entities together.

Building Maintenance Supervisor J.R. Oakley requested permission to refill a custodial position at an entry level salary of \$27,500. Mike Jones moved, Jennifer McCarty seconded, to authorize filling the vacant position at the set salary. Motion carried unanimously. In the event his SOC adjustment plan is approved later, this position will be moved to \$30,000 to comply with the SOC for that position and entry level amount.

The County Commissioner Liaison Duty guideline was reviewed to determine if changes were needed to the 2016 document. Chairman Becker stated that Commissioner Jones will be taking over Wyoming County Commissioner Association liaison duties from now on out. Commissioner Jones would like to offer suggestions to the document at a later date to delineate liaison duties for Off-Line Boards vs. county departments.

Vice-Chairman Larry Allen joined the meeting at this time.

Commissioner Larry Allen gave his meeting report by noting he is on the State EMS Committee and discussed several additions that he would like to make to the earlier reviewed survey on EMS funding needs. He recommended the addition of three new command vehicles for EMS, noting the current ones all have over 200,000 miles on them and nearing the end of their life span. Commissioner Jones also suggested radios be looked at and possibly added. Commissioner Allen will have another meeting with the Committee later in the week and will offer the amended list from Fremont County.

In another matter, Commissioner Jones stated he was asked at the recent FCAG meeting whether there were protocols in place by dispatch informing officers of possible COVID individuals at a scene. Sheriff Ryan Lee was in the audience and stated yes there have been protocols informing EMS when dispatched, but not police officers as those questions are not generally asked due to emergency time limitations.

A Public Hearing was held at 9:30 a.m., as advertised, regarding Unanticipated Revenues. Fremont County Clerk Julie Freese, Financial Specialist Michelle Neuenschwander and Sheriff Ryan Lee were present. Clarence Thomas moved, Jennifer McCarty seconded, to approve Resolution No. 2021-23 "FY 2021-2022 Budget Amendment No. 1" from Highway Safety Program to Sheriff's Office totaling \$14,340. Motion carried unanimously. Sheriff Lee stated the funding was used for DUI and child restraint enforcement.

Transportation Superintendent Billy Meeks was joined by Inberg-Miller Engineers Dawn Willhelm to formalize closing documents for the Fremont County Delineator Project completed by S & L Industrial. Jennifer McCarty moved, Clarence Thomas seconded, to approve Change Order No. 2 for a deduct of \$14,809 due to revised quantities for actual delineators installed. Motion carried unanimously. Jennifer McCarty moved, Clarence Thomas seconded, to approve Contractor's Application for Payment totaling \$261,962.10 excluding retainage. Motion carried unanimously. Jennifer McCarty moved, Mike Jones seconded, to approve the Notice of Final Payment to Contractor advertisement with a final payment of \$42,820 due on November 17, 2021. Motion carried unanimously. The Board thanked Willhelm for her work on the very important project that provides increased safety measure for citizens of the county.

Trihydro Engineer Scott Lee presented several proposals related to additional construction services on the Paradise Valley Road Box Culvert Reconstruction project. He again noted the original construction schedule was 20 days when bid by their firm, and since then, contractor CC&G's schedule estimates 45 working days for the project, an increase of 25 days over the original proposal from Trihydro of \$15,656. Change Order No. 2 was presented for an additional \$23,484 (\$5,000 less than the proposed Change Order presented the previous week). After the first 20 days of full time oversight, the remaining 30 days they will provide oversight three days per week. Clarence Thomas moved, Jennifer McCarty seconded, to approve Change Order No. 2 for an additional \$23,484. Voting against the motion: Mike Jones. Motion carried. Lee stated appropriate notice has been given law enforcement, emergency services, school bus drivers, postman, landowners, etc. that will be affected by the project which will begin October 11, 2021 with final completion December 20, 2021.

Billy Meeks provided an Apex Surveying, Inc. transmittal of proposed engineering fees for the Riverview Cutoff Overlay and Widening Project. He had asked them to provide options and associated costs for review by the Committee that selected them for the project. Committee members are all in agreement to recommend the original cost proposal of \$550,700. The Contract will be reviewed by the County Attorney prior to submission to the Board for action at their next meeting.

Maps of the Diversion Dam bridges (ELX and ELY) were reviewed. Currently ELX is closed which spans the Wyoming Canal and will be removed as replacement cost is \$2 million. There is one landowner and Midvale Irrigation property affected by the closure and will need to use an alternate route. The larger bridge that spans the Wind River (ELY) has a replacement cost between \$10 and 12 million and currently has a load limit due to declining of the infrastructure.

In other business, Billy Meeks stated crews are hauling sand off the mountain and stockpiling, they will be graveling Badwater Road to cover up some sharp material, will gravel the Lander cutoff road pending gravel being crushed and continuing with mowing. He will be working with a Union Pass Road landowner for access to burrow into the mountain to provide a more stable road in one area.

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

A work session on the Standard Occupational Classifications (SOC) adjustment discussion continued. Present in the audience was County Attorney Patrick LeBrun, Assessor Tara Berg, Sheriff Ryan Lee, Administrative Assistant Karla Davis, Financial Specialist Michelle Neuenschwander, Library Director Anita Marple and Treasurer Jim Anderson. A spreadsheet had earlier been distributed listing by department, each job description, State SOC title, current pay, proposed pay, difference by dollar amount, difference by percentage, SOC level used and dollar amount in that level. The Board went through each Department one by one and either agreed or adjusted the percentage of increase requested. Department

Heads are being evaluated this fall and their SOC adjustments will be effective January 1, 2022. Off-Line Board Directors were discussed with the decision being to set aside 10% based on the Director's current pay, and will be determined by their various boards, also effective January 2022. Larry Allen moved, Jennifer McCarty seconded, to approve the SOC adjustments as discussed to be effective on the November 2021 paycheck with the exception of Department Heads and Off-Line Board Directors whose effective date is January 2022. Motion carried unanimously. County Clerk Julie Freese discussed procedural issues that will be necessary to get the proper information to Payroll in order for the November adjustments to occur. The Board thanked everybody for their patience during this process and felt they had developed a good tool to place employees in a SOC comparable with the State NW region for equality purposes. Several outstanding issues were discussed, specifically a request by the Museum Board for three additional positions, which the Board stated should be included in their budget request for the next fiscal year. Elected Officials had held off on their statutory adjustments voluntarily and the decision was to place the appropriate amount into their budgets to bring them back to the salary approved as per resolution.

There being no further business, Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 1:30 p.m. and reconvene for a Regular Meeting on October 12, 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