

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
OCTOBER 5, 2021

OFFICIAL MINUTES

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.

Bills are listed in the following format: Vendor – Department – Description - Amount: A & I Distributors-Vehicle Maintenance-Oil/Fluids-\$1789.85; American Family & Life Insurance-Segregated-Insurance-\$5157.64; Baldwin Creek Rental Center-County Buildings Detention-Equipment Rental-\$31.20; Big Horn Tire, Inc-Vehicle Maintenance-Tires -\$1840.00; Black Hills Energy-Segregated-Utility Service-\$2278.56; Blue Cross Blue Shield of WY-Co Admin-Health Ins Claims-\$501363.66; California State Disbursement-Payroll-Child Support-\$50.00; Colonial Life & Accident Ins-Segregated-Insurance-\$2122.18; Conder, Juli-Health Nurse-Expense Reimbursement-\$45.85; Dealers Electrical Supply-County Buildings Detention-Supplies-\$43.77; Fahey, Penny-Health Promotion-Wellness Contract-\$3600.00; FC Circuit Court-Payroll-Garnishment-\$875.01; Floyd's Truck Center WY-Vehicle Maintenance-Parts -\$738.53; Fremont County Treasurer-Co Admin-Health Insurance-\$345779.00; Fremont County Treasurer-Co Admin-Section 125 Benefits-\$46356.54; Grainger-County Buildings Detention-Materials/Supplies -\$496.62; Great West Trust-Segregated-Wyoming Benefits-\$5985.00; 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- Rent -\$150.00; Natrona County Circuit Court-Payroll-Garnishment-\$185.06; Netwrix Corporation-Computer Services-Subscription-\$3755.25; New York Life Insurance-Segregated-Insurance-\$133.11; Orkin LLC-County Buildings-Pest Control Service-\$305.00; Payroll Taxes-Co Admin-Withholding/FICA-\$185502.81; 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-\$4675.00; Riverton, City Of-County Buildings-Water/Sewer-\$1169.64; Soule, Sierra-Public Defender-Office Rent -\$450.00; State Disbursement Unit-Payroll-Child Support-\$1066.25; State Of Wyoming-Public Defender-Office Rent -\$1650.00; Terrance R. Martin Pc-Public Defender- Rent-\$450.00; Total Net Salaries-Segregated-Salaries-\$599258.71; Traveling Computers-Computer Services-Computer Supplies, Services-\$621.00; Tri-Star Detention, Inc.-Detention Doors Upgrade- Doors-\$376775.00; T-Y Excavation Inc-Transportation-Road Maintenance-\$760.00; University Of Wyoming-Agriculture Department-Salary Contract-\$8160.00; 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-\$2737.50; Wilson, Angela D-County Assessor-Reimburse Expenses-\$171.90; WY Dept of Employment-Segregated-Unemployment Claims-\$0; WY SDU-Payroll-Child Support-\$1480.00; Wyo Child Support Enforcement-Segregated-Child Support-\$806.00; Wyo Dept of Workforce Services-Co Admin-Workers Comp-\$16381.00; Wyoming Retirement System-Co Admin-Contributions-\$149376.01; Wyoming.com-Computer Services-Monthly Service-\$26.95; Wyonet Inc.-Computer Services-Telephone/Internet Service-\$4216.58.

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.

Commission meeting reports and concerns were held:

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.

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

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.

Maps of the Diversion Dam bridges (ELX and ELY) were reviewed.

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

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