

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
OCTOBER 6, 2020

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 and Michael Jones. Vice-Chairman Larry Allen arrived later in the meeting and Commissioner Clarence Thomas was absent. Fremont County Clerk Julie A. Freese was present.

Jennifer McCarty moved, Mike Jones seconded, to approve the agenda as amended. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to approve the minutes of the Regular Meeting held on September 22, 2020. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to accept the bills for payment. Chairman Travis Becker abstained from voting on The Print Shop voucher. Motion carried unanimously.

Bills Are Listed Below In The Following Format: Vendor Name-Department-Description-Amount:71 Construction-1% Infrastructure Projects-Materials-\$25040.85; A & I Distributors-Vehicle Maintenance-Oil/Fluids-\$455.82; Ace Hardware-Lander-Segregated-Materials/Supplies -\$254.00; Airgas USA LLC-Vehicle Maintenance-Cylinder Rental -\$486.32; American Family & Life Ins.-Segregated-Insurance-\$7527.01; Amerigas-County Buildings-Materials-\$326.79; Bailey Enterprises, Inc-Segregated-Vehicle Fuel-\$306.50; Bank Of The West Acct Analysis-Investment Pool-Bank Charges-\$227.53; Bill Jones Plumbing & Heating-County Buildings-Services / Repairs-\$79.38; Black Hills Energy-County Buildings-Utility Service-\$2402.19; Bloedorn Lumber-Lander-Operation Safeguard-Materials, Supplies -\$105.99; Blue 360 Media, LLC-County Sheriff-Law Books -\$309.40; Blue Cross Blue Shield Of WY-Co Admin-Health Ins Claims-\$457172.96; Carquest Auto Parts-Vehicle Maintenance-Parts & Supplies-\$30.00; Centurylink-Computer Services-Telephone Services-\$357.67; Charter Communications-Segregated-Internet - Telephone Service-\$440.66; Child Support Services/ORS-Payroll-Child Support-\$325.00; Circuit Court-Payroll-Garnishment-\$101.28; Civil Air Patrol Magazine-County Sheriff-Advertising -\$195.00; Clerk Of The Circuit Court-Payroll-Garnishment-\$507.18; Clifford, Gregory P. MD PC-Detention Center-Inmate Medical-\$3208.00; Colonial Life & Accident Ins-Segregated-Insurance-\$165.22; Cowboy Chemical Inc-Detention Center-Inmate Laundry& Kitchen Supply-\$612.60; Dealers Electrical Supply-County Buildings-Materials/Supplies-\$184.10; Department Of Family Services-County Attorney-Background Check -\$10.00; Dowl LLC-Road Construction-County Roads-\$40881.02; Dubois Telephone Exchange-County Sheriff-Telephone --\$682.05; Eaton Sales & Service, LLC-Fuel Facility-Parts & Supplies-\$726.84; Fahey, Penny-Health Promotion-Wellness Program Contract-\$3500.00; Felix, Joseph E-County Clerk-Financial Consultant-\$2639.40; Floyd's Truck Center WY-Vehicle Maintenance-Parts Account -\$272.52; Fremont County Solid Waste-County Buildings-Dump Fees-\$25.00; Fremont County Treasurer-Co Admin-Health Insurance-\$334234.00; Fremont County Treasurer-Co Admin-Withholding/FICA-\$184822.85; Fremont County Treasurer-Co Admin-Section 125 Benefits-\$46133.84; Goff, Thomas-Vehicle Maintenance-Reimbursement-\$81.89; Great West Trust-Segregated-Wyoming Benefits-\$7010.00; Healthsmart Benefit Solutions-Segregated-Insurance-\$976.00; High Country Construction Inc-Willow Creek Project-Road Shoulder Repair-\$297778.00; Int'l Academies Of Emergency Dispatch-Dispatch Center-Training -\$220.00; J Chad Professional Training LLC-Prevention Program-Teaching Fees-\$35.00; Kisling, Lisa-Public Defender-Public Defenders Rent-\$450.00; Laboratory Corporation Of America-Detention Center-Inmate Medical-\$283.00; Lander Medical Clinic PC-Detention Center-Inmate Medical-\$279.65; Lander Valley Auto Parts-Vehicle Maintenance-Parts/ Supplies-\$118.61; Lazzari, Bailey-Public Defender-Public Defender Rent-\$450.00; Lowham Surgery -Detention Center-Inmate Medical-\$76.50; Maiers, William L-Forest Reserve-Firewise Project -\$2100.00; Mark's Auto Sales & Towing-County Sheriff-Vehicle Towing-\$550.00; Master's Touch LLC-County Treasurer-Postage -\$7143.61; McKesson Medical Surgical Inc-Covid Response-Freezer-\$2163.12; Medical Imaging Associates of Idaho-Detention Center-Inmate Medical-\$478.00; Mid-Amer Research Chemical-Segregated-Supplies-\$4685.83; Miller, Margaret-District Court-GAL Office Rent -\$150.00; Mountain Dental PC-Detention Center-Inmate Medical -\$516.00; Mountain West Towing LLC-Abandoned Vehicles-Vehicle Towing-\$824.70; Mr D's Food Center Inc-Segregated-Supplies -\$307.85; MRC Global Inc-Vehicle Maintenance-Boss Lock Cam-\$23.96; National Food Group Inc-Detention Center-Inmate Board-\$6030.87; Natrona County Clerk -County Clerk-Correct Title-\$15.00; Natrona County Sheriff-Detention Center-Inmate Housing-\$16185.00; New York Life Insurance-Segregated-Insurance-\$133.11; Norco Inc-County Buildings-Supplies -\$2950.12; Northern Arapaho Child Support-Payroll-Child Support-\$598.78; Office Shop Inc, The-Agriculture Department-Copy Repair/Service -\$9.50; O'Reilly Automotive Inc-County Buildings-Parts & Supplies -\$92.67; Palace Pharmacy-Detention Center-Inmate Rx's-\$10976.49; Paws for Life-County Sheriff-Animal Boarding-\$210.00; Perfect Power Electric Inc-County Buildings-Parts & Services-\$85.65; Post, Raymond-County Sheriff-Car Wash -\$63.19; Print Shop, The-County Sheriff-Printed Office-\$143.00; Priority Dispatch Inc-Dispatch Center-Service Agreement -\$14832.00; Priority Dispatch Inc-Dispatch Center-Training -\$5240.00; Quill Corporation-Segregated- Office Supplies-\$222.90; R T Communications-Segregated-Telephone Services -\$539.05; Ratigan, Daniel, M.D.-Detention Center-P.A. Supervisor Contract-\$4675.00; Remote Satellite Systems-Search & Rescue-S & R Equipment-\$56.00; Riverton, City Of-County Buildings-Water/Sewer-\$1191.46; Sagewest Health Care-Detention Center-Inmate Medical-\$10482.92; SDI Construction-County Buildings-New Door -\$2108.00; Sharp, Terry G.-Vehicle Maintenance-Materials-\$18.30; Six Robblees' Inc-Vehicle Maintenance-Parts-\$4.98; Soule, Sierra-District Court-Gal Office Rent -\$150.00; Specialized Pathology Consult-County Coroner-Autopsy Fee-\$1250.00; State Disbursement Unit-Payroll-Child Support-\$1066.25; State of Wyoming-Public Defender-Office Rent -\$1650.00; Stitches Embroidery Inc-County Sheriff-Embroidering/Uniforms-\$873.60; Stroupe Pest Control Inc-County Buildings-Pest Control-\$115.00; Sylvestri Customization-

Prevention Program-Graphic Design / Social Media-\$2100.00; Sysco Montana Inc-Detention Center-Inmate Supplies-\$10826.14; Taylor Creek Exxon-County Sheriff-Car Wash / Fuel-\$35.50; Tegeler & Associates-Detention Center-Notary Bond-\$50.00; Terrance R. Martin Pc-Public Defender-Public Defenders Rent-\$450.00; Total Net Salaries-Segregated-Salaries-\$602152.85; Traveling Computers-Computer Services-Computer Supplies, Services-\$9179.57; US Foods Inc-Detention Center-Inmate Board-\$9622.50; Valley Lumber & Supply Co Inc-County Buildings-Materials/Supplies-\$28.78; Verizon Wireless-Segregated-Telephone Service-\$566.64; Western Printing, Inc-Operation Safeguard-Ballot Folding Election-\$550.41; Whiting Law, P.C.-District Court-Professional Services-\$2242.50; Wind River Towing-Abandoned Vehicles-Vehicle Towing-\$655.00; WY SDU-Payroll-Child Support-\$1190.28; Wyo Child Support Enforcement-Segregated-Child Support-\$1456.00; Wyo Dept Of Workforce Serv-Co Admin-Workers Comp-\$11611.08; Wyoming Behavioral Institute-Health & Welfare-Title 25 Patients-\$70.00; Wyoming Dept of Transportation-Segregated-Wydot Fuel Aug 2020-\$1866.84; Wyoming Retirement System-Co Admin-Contributions-\$146105.52; Wyoming Supreme Court-District Court-Salary Reimbursement-\$7836.75; Wyoming.Com-Computer Services-Internet Svcs -\$1084.65; Wyonet Inc.-Computer Services-Telephone Service-\$3871.92.

The following items in the Signature File were reviewed: 1) Sympathy card; and 2) Record of Proceedings.

The following items in the Priority Mail were reviewed: 1) Judgment and Decree of the Central Trust Company v. Red Butte Ditch Company as related to The Butte Subdivision application; and 2) Wyoming Water Association 2020 Virtual Annual Meeting and Education Seminar announcement.

There was nobody present for the Public Comment period.

Commissioner meeting reports were given:

Chief Civil Deputy Attorney Jodi Darrough is working with the Public Health Nurse Manager on CARES funding for testing. The Public Health Department is experiencing severe staff shortage and they are having trouble getting enough help to do contract tracing.

A Public Hearing was held at 9:25 a.m., as advertised, regarding budget transfers. Present was Fremont County Clerk Julie Freese and Financial Specialist Michelle Neuenschwander. Mike Jones moved, Jennifer McCarty seconded, to approve Resolution No. 2020-21 "FY 2020-2021 Budget Amendment No. 2" as advertised. Motion carried unanimously.

Extension 4-H Agent Alex Malcolm presented a Proclamation for National 4-H Week. Present in the audience was County Coordinator Chance Marshall and Administrative Assistants Rachel Fisk and Cassandra Weber. Mike Jones moved, Jennifer McCarty seconded, to Proclaim the week of October 4-10, 2020 as National 4-H Week in Fremont County. Motion carried unanimously. The Commissioners thanked Malcolm for his work with 4-H youth and volunteers in Fremont County.

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

Vehicle Maintenance Supervisor Brad Meredith was joined by Transportation Department Foreman Clyde Winchester and Administrative Assistant Jill Johnson to discuss the need for a sander for a Riverton snow plow. A new one will cost between \$2,500 and \$3,000 and the Transportation Superintendent has located a used one for \$1,500 that meets all specifications. Instead of payment, the owner has agreed to make a trade of four or five used cattle guards. Larry Allen moved, Mike Jones seconded, to approve of the purchase of the sander or an equitable trade. Motion carried unanimously.

Jill Johnson and Clyde Winchester reviewed a letter from DOWL Engineer Kasey Jones regarding the Willow Creek Road Shoulder Repair Time Extension Request by High Country Construction. Due to delays related to utilities, the east detour and one snow day, Jones recommended a six day extension, which is agreeable to the contractor. Johnson stated the extension will have no budgetary impacts on the project. Larry Allen moved, Mike Jones seconded, to approve the six day extension. Motion carried unanimously.

Jill Johnson and Clyde Winchester distributed several photos regarding a cattle guard concern on the Moneta-Lysite Road Shoulder Widening Project. When trucks drive over one in particular, the grating raises significantly, creating a huge safety issue and possible deficiency as the grating was cut into short pieces. Johnson further provided Change Order No. 9 for \$27,611.65 for material costs. Chairman Becker asked that the Change Order be brought back at a later date after Engineer Kasey Jones can submit a written report of the costs and whether they are a result of design failure or contractor issues.

Clyde Winchester provided an update on the Harris Bridge replacement project by stating the north abutment will be poured later in the week. The Engineer is working with CenturyLink to resolve an issue with a pedestal and associated costs.

Larry Allen moved, Jennifer McCarty seconded, to adjourn into Executive Session regarding personnel. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to return to Regular Session. Motion carried unanimously.

Building Maintenance Supervisor J.R. Oakley was joined by Assistant John Harmelink to discuss several items. Present in the audience were Sheriff Ryan Lee and Financial Specialist Michelle Neuenschwander. The first topic was items that will be allowed within the COVID-19 grant: 1) Generator: costs were reviewed regarding new vs. used, diesel vs. natural gas, etc. and Oakley stated the critical element of this purchase is the lead time from build time to ship time of approximately 12 weeks. This is of concern as the grant award must be expended by the end of December and time is of the essence to make a decision on moving forward with this purchase. Later in the day, Oakley presented a bid proposal from Electrical Dynamics for a Generac Natural Gas Generator, for a cost of \$42,350 that includes a monitoring system and monthly network charge. Mike Jones moved, Larry Allen seconded, to accept the bid as presented for a cost not to exceed \$60,000. Motion carried unanimously. 2) 40' Conex container for Detention Center: This is needed to provide dry non-temperature controlled supply storage. This will open up the storage located inside the Detention Center that was built for food storage (temperate and controlled environment) allowing the Kitchen Manager to purchase larger quantities to take advantage of better discounts. Mike Jones moved, Larry Allen seconded, to approve the purchase of \$6,950.00 that includes the units, lights and racks. Motion carried unanimously. 3) AmeriClean Equipment and chemical: He provided a quote for the equipment cost and chemical. Mike Jones moved, Larry Allen seconded, to approve the purchase totaling \$16,539. Motion carried unanimously. 4) X-Ray Screening Machine (3 units), Thermo Imaging Screening kiosks (3 units) for Lander and Riverton: Costs total \$167,517.58, with lead times for delivery between five and eight weeks. Sheriff Lee asked for time to review the request with the Court Security staff prior to approval.

J.R. Oakley then provided updates on the various Department moves taking place. The Lander Extension Office is now operational within the Courthouse. Riverton moves include the Extension Office moving into the 818 S. Federal building, instead of the early discussed Heritage Center at the Fairgrounds. CAST/Youth Services will move from 818 S. Federal to the 814 S. Federal building, and Public Health will move into the 818 S. Federal building. He detailed costs associated with each move. The Public Health Office, currently on North 8th West, will then be sold. Mike Jones moved, Jennifer McCarty seconded, to move forward with the planned moves at a total cost not to exceed \$80,000. Motion carried unanimously.

The Detention Center Facility Security Upgrade project was discussed, which will be funded in part by a grant from State Lands and Investments Board. The County will provide the \$700,000 match and the grant will be for \$700,000, and enable the project to be completed at one time instead of over several years. He reviewed the API Systems Integrators bid of \$29,800 to replace the Fire Panel, Stanley Convergent Security Solutions for the IT portion of the upgrade totaling \$367,200 and RR Brink mechanisms on 43 sliding corridor doors and 60 sliding cell doors, totaling \$968,475. Mike Jones moved, Jennifer McCarty seconded, to approve the bids for the Detention Center Facility Upgrade project, totaling \$1,365,475. Motion carried unanimously. Oakley stated there will likely be other costs associated with the project, including moving inmates out of the facility if needed, etc. The Board thanked him for all his work on the many projects he is involved with.

Fremont County Planning Supervisor Steve Baumann presented a proposed plat for the Knapp Simple Subdivision Lots 2 Partial Vacation. This subdivision is located east of the Riverton city limits near the intersection of Webbwood and Smith Roads. The owners wish to vacate the northern approximately 440' of Lot 2 of the Knapp Subdivision so that the vacated portion can be attached to the adjacent 27.14 acre parcel of agricultural land. Larry Allen moved, Jennifer McCarty seconded, to approve the Knapp Simple Subdivision Lots 2 Partial Vacation as recommended by the Fremont County Planning Commission. Motion carried unanimously. The Planning Commission subsequently recommended that the County Commissioners approve a Variance of Chapter III Section 3(B)(XIII)(a) to eliminate the required 20' wide utility and drainage easement within the subdivision along the southern boundary of Lots 1A and 1B conditional upon the recording of a publicly dedicated 20' wide utility and drainage easement on adjacent land to the south of Lots 1 and 2. Larry Allen moved, Jennifer McCarty seconded, to approve the Variance as recommended. Motion carried unanimously. The proposed plat for the Knapp Simple Subdivision Lots 1 and 2 Re-Subdivision was reviewed. Larry Allen moved, Jennifer McCarty seconded, to approve

the Re-Subdivision as recommended by the Fremont County Planning Commission. Motion carried unanimously.

Steve Baumann presented a proposed plat for the Atlantic City Lookout Lot 4 Vacation. This is located south of Atlantic City on Three Forks Road. The owner would like to vacate Lot 4 so it can be combined with his adjacent un-subdivided parcel. Jennifer McCarty moved, Larry Allen seconded, to approve the Atlantic City Lookout Lot 4 Vacation as recommended by the Fremont County Planning Commission. Motion carried unanimously.

In closing, Steve Bauman noted he has been requested to review how the County handles recording of simple subdivision plats. Gary Hatle was present in the audience. Chairman Becker requested that a list of pros and cons be provided for reference and then continue the discussion at a later date.

Due to the resignation of Fremont County Treasurer Tom Majdic, effective September 30, 2020, the Republican Central Committee held a meeting on October 5, 2020, pursuant to W.S. § 22-18-111(a)(ii), and selected and transmitted to the Board of Fremont County Commissioners the names of three persons qualified to fill the vacancy. The Commissioners then had five days to fill the vacancy, by appointment of one of the three names submitted to hold the office, who were Eileen Oakley, Gerald Yennie and Jim Anderson. The three individuals had been contacted earlier in the day and requested to attend the meeting later in the day to interview for the position. Present in the audience was Tara Berg, Debra Richardson, Traci Mitchell, Patrick LeBrun and Ember Oakley. Eileen Oakley and Gerald Yennie both stated they had submitted their names to comply with the statute that three names be submitted for consideration, and noted they were not actively seeking the office. An interview was held with Jim Anderson in open session with Chairman Becker asking questions that had been compiled by the entire Commission. Following the interview, Larry Allen moved, Jennifer McCarty seconded, to appoint Jim Anderson to fill the unexpired term for the Fremont County Treasurer. Motion carried unanimously. District Court Judge Jason Conder joined the meeting to administer the Oath of Office to Anderson.

Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 1:55 p.m. and reconvene for a Regular Meeting on October 13, 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