

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
OCTOBER 24, 2023

**OFFICIAL MINUTES**

The Board of Fremont County Commissioners met in Regular Session at 9:00 a.m. with the following members present: Chairman Larry Allen, Vice-Chairman Mike Jones, Jennifer McCarty and Ron Fabrizius. Commissioner Clarence Thomas arrived at 10:30 a.m. County Clerk Julie A. Freese and Civil Deputy Attorney Nathan Maxon were present.

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

Mike Jones moved, Ron Fabrizius seconded, to amend the minutes of October 10, 2023 stating “Chairman Allen stated that the Public Comment period has been removed from the meeting agenda now and into the future” to “the Public Comment period was removed due to time constraints.” Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve the amended minutes of the October 10, 2023 minutes. Motion carried unanimously. Commissioner Fabrizius stated the Chairman had chosen not to have Public Comment on October 10<sup>th</sup> but it was also left off of today’s agenda. Chairman Allen stated he had indicated that the Board would discuss putting it back on sometime in the future. The Public Comment period was added several years ago as a courtesy, not a requirement. It is the decision of the Board to discuss adding this back on the agenda, but it was his choice as Chair to leave it off the agenda this date.

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

Bills are listed in the following format: Vendor Name, Department, Description, and Amount. 71 Construction-Road Material Inventory-Materials -\$29,293.65; A & I Distributors-Vehicle Maintenance-Oil / Fluids-\$310.49; Ace Hardware-Lander-County Buildings-Materials / Supplies -\$200.21; Ace Hardware-Riverton-Segregated-Materials / Supplies-\$33.36; API Systems Integrators-County Buildings-Services -\$9,241.00; Arcasearch Corporation-Segregated-Digitization Project-\$149,339.71; B & T Fire Extinguishers Inc.-County Buildings-Services-\$375.00; Bailey Enterprises, Inc.-Inventory-Bulk Fuel -\$30,011.74; Best Western Ramkota-County Assessor-Lodging-\$2,004.00; Big Horn Tire Inc.-Vehicle Maintenance-Vehicle Tires -\$7,750.44; Bloedorn Lumber-Lander-County Buildings-Materials Supplies -\$234.35; Capital Business Sys. Inc.-Covid 19 Grant-Supplies & Service-\$74.16; Centurylink-Computer Services-Telephone Service-\$682.90; Charter Communications-Computer Services-Internet Service-\$229.98; Davis & Cannon LLP-County Attorney-Services-\$316.32; Davis Funeral Home-Health & Welfare-Indigent Funeral-\$1,500.00; Eagle Uniform & Supply Co-Vehicle Maintenance-Laundry -\$46.46; Edwards Communications-Prevention Program- Advertising-\$1,375.00; Floyd's Truck Center WY-Vehicle Maintenance-Parts -\$971.79; Fremont Chevrolet GMC-Capital Asset Acquisitions-Vehicle -\$53,128.00; Fremont County Assoc. Of Govt.-Special Tax-Economic Development -\$58,881.76; Fremont County Solid Waste-County Buildings-Dump Fees-\$32.40; Fremont County Weed & Pest-Road Construction-Services-\$9,402.90; Fremont Motor Riverton Inc.-Capital Asset Acquisitions-Repair -\$3,870.96; Grainger-County Buildings-Materials / Supplies-\$233.48; Inberg-Miller Engineers-Segregated-Services-\$2,951.16; J R Project Management LLC-LATC Program Grant-Management Services-\$3,750.00; Johnson Tool Company LLC-Vehicle Maintenance-Tools-\$62.75; Kairos Broadcasting LLC-Prevention Program-Advertising -\$1,583.34; Lander Medical Clinic PC-Detention Center-Medical-\$8,118.35; Lawson Products, Inc.-Vehicle Maintenance-Parts & Supplies-\$962.78; Master's Touch LLC-County Treasurer-Services-\$1,306.72; Meyer's Gambles-Detention Center-Kitchen Equipment-\$354.00; Mid-Amer Research Chemical-Vehicle Maintenance-Supplies-\$3,849.39; Midwest Connect-County Attorney-Supplies -\$54.00; Mountain Dental PC-Detention Center-Inmate Medical-\$1,830.00; Mountain Drivetrain LLC-Vehicle Maintenance-Parts -\$65.84; Napa Auto Parts-Riverton-Transportation-Parts & Supplies -\$99.46; NMS Laboratories-County Coroner-Services-\$713.00; Norco Inc.-Segregated-Supplies -\$2,132.80; Novo Benefits-Health Benefit Plan-Services -\$5,410.59; Palace Pharmacy-Detention Center-Inmate Rx's-\$10,217.22; Patriot Petroleum Solutions LLC-Segregated-Services-\$12,692.69; Pavillion, Town Of-County Buildings-Utilities-\$119.49; Peterbilt Of Wyoming-Vehicle Maintenance-Parts-\$1,230.99; Post, Raymond-Planning-Car Wash -\$24.00; Premier Vehicle Install Inc.-Capital Asset Acquisitions-Set Up Vehicle-\$21,521.98; Redwood Toxicology Laboratory-Cast-Supplies-\$5,980.35; Relx, Inc.-County Attorney-Subscription-\$819.00; Remote Satellite Systems-Search & Rescue-Satellite Phone-\$69.95; Riverton Ranger, The-Segregated-Advertising -\$2,618.85; Riverton, City Of-Special Tax-Economic Development -\$117,763.52; Roach, Rebekah-County Attorney-Expense Reimburse-\$10.40; Rocky Mountain Automatic Doors-County Buildings-Repair -\$417.50; Rocky Mountain Power-County Buildings-Utilities-\$13,596.49; Ron's Flooring LLC-ARPA Program Grant-Flooring-\$15,257.53; Sagewest Health Care-County Coroner-Services-\$253.99; Secretary Of State-County Attorney-Notary Fee -\$60.00; Smith Psychological Services-County Sheriff-Services -\$400.00; Soule, Sierra-District Court-Court Appointment -\$1,260.00; Stotz Equipment-Vehicle Maintenance-Parts / Supplies-\$122.16; Summit Fire & Security LLC-County Buildings Detention-Service & Supplies-\$994.75; Terrance R. Martin PC-District Court-Court Appointment-\$1,263.75; Teton Pathology PC-County Coroner-Services-\$358.00; Thompson, Douglas L-County Commission-Expense Reimburse-\$676.88; Traveling Computers-Computer Services-Supplies, Services-\$475.99; T-Y Excavation Inc.-Road Construction-Maintenance-\$4,288.28; Union Telephone Company-Segregated-Cellphone Service-\$379.86; University Of Wyoming-Agriculture Department-Reimbursement-\$6,226.25; Valley Lumber & Supply Co Inc.-Transportation-Materials / Supplies -\$146.39; Verizon Wireless-Segregated-Cellphone Service-\$753.79; WY Public Health Laboratory-Public Health-Fees / Supplies-\$392.00; WY State Lands & Investments-Transportation-Service Charge-\$17.00; Wyoming Machinery Co-Vehicle Maintenance-Parts / Supplies-\$3,490.10.

Ron Fabrizius moved, Jennifer McCarty seconded, to accept the Title 25 payment in the amount of \$6,032.00 to Wyoming Behavioral Institute for two patients. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Columbus Day training ALICE Training certificates (County Clerk Julie Freese stated that a waiver was required by the trainers; however, it took some time to read and she suggested it be sent out ahead of time and then turned in when the employee enters the room for the training; she also noted one employee refused to sign the waiver and should not have been allowed to participate as a result); 2) Abatement Summary cover page; 3) letter of appreciation to Maralyne Middour for service on the Fremont County Fair Board; and 4) Record of Proceedings. Mike Jones moved, Jennifer McCarty seconded, to approve a BCBS Group Plan Change regarding mental health/substance abuse office visits which will be paid at the office copay, regardless of provider type and length of the visit and update the annual dental annual maximum from \$2,000 to \$3,000. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a letter of support of the Wyoming Pathway's Grant Proposal for Riverton's Pathway Improvement Projects. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a Grant Award Agreement between Wyoming Office of Homeland Security and Fremont County in the amount of \$90,806.00 for the Emergency Management Agency to assist state, local, territorial and tribal governments in preparing for all hazards. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve an Approach/Access Application for James and Stephanie Logan for Paradise Valley Road. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve an Approach/Access Application for Bruce Kamminga for Arroyo Road. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) Fremont County Solid Waste Disposal District response to Mill Levy setting meeting discussion; 2) Second Amendment to the Wind River Visitor's Council Joint Powers Agreement (Commissioners would like a discussion among the JPB members and WRVC Executive Director on the proposed amendments relating to the annual budget approval process); 3) Bootstrap Collaborative workshops; 4) Planning Department letter to owner of Amigo Ranch Subdivision Lot 1 regarding right-of-way issue; and 5) Save the Date for the 2024 WCCA Legislative Conference on February 15-16, 2024 in Cheyenne.

Fremont Counseling Service Executive Director Scott Hayes reviewed the Contract between Fremont County Government and Fremont Counseling Service for Mental Health Emergency Detention and Placement for a rate increase per client from \$150 to \$200, effective October 1, 2023 through June 30, 2025. Mike Jones moved, Ron Fabrizius seconded, to approve the Contract as presented. Motion carried unanimously.

Sheriff Ryan Lee presented a monthly report.

J.R. Oakley, JR Project Management LLC, presented a monthly report.

Fremont County Library Director Anita Marple provided personnel updates and requested the following, which all reflect current positions, no changes to health insurance expense and no increase to base salaries: 1) promote a current employee to the vacant Library Assistant II, 32-hour/week benefitted position at a base salary of \$25,088; 2) promote a current employee to the vacant Library Assistant II, 30-hour/week, benefitted position at a base salary of \$21,840; and 3) approval to rehire a Library Assistant I, 12-hour/week position at a base salary of \$7,014. Jennifer McCarty moved, Mike Jones seconded, to approve the promotions and rehire request as presented. Motion carried unanimously. Treatment Courts Director Cassie Murray informed the Board that the Juvenile Case Manager position has been filled in-house, which will leave a vacancy for a Juvenile Probation Officer in the Youth Services Department, with a salary range between \$43,876 thru \$49,212. Jennifer McCarty moved, Ron Fabrizius seconded, to approve refilling the Juvenile Probation Officer at a salary not to exceed \$49,212. Motion carried unanimously.

Commission meeting reports and concerns were given:

Planning Department Supervisor Steve Bauman presented a plat of Upper Little Warm Spring Creek Subdivision Lot 83A, Re-Subdivision. This is located just southwest of the Town of Dubois and south of the Dubois Airport on Warm Spring Creek Road. The purpose is to divide the existing 6.97-acre lot into two residential lots ranging in size from 3.21 and 7.76 acres. Jennifer McCarty moved, Mike Jones

seconded, to approve the Re-Subdivision as recommended by the Fremont County Planning Commission. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomas seconded, to adjourn into Executive Session regarding potential litigation with Fremont County Recreation Commission members Bobby Hague, Robert Scheidemantel, Don Reynolds, Ron Cunningham and Walt Geis. Motion carried unanimously. Jennifer McCarty moved, Mike Jones seconded, to return to Regular Session. Motion carried unanimously.

Mike Jones moved, Jennifer McCarty seconded, to approve a Creative Energies Solar Preventative Maintenance Service Contract for the Fremont County Youth Camp solar project operating and maintenance. Motion carried unanimously.

Clarence Thomas moved, Jennifer McCarty seconded, to adjourn into Executive Session with Douglas L. Thompson regarding potential litigation. Motion carried unanimously. Jennifer McCarty moved, Ron Fabrizius seconded, to return to Regular Session. Motion carried unanimously.

The Executive Session scheduled for personnel was postponed until the following meeting due to time constraints.

County Clerk Julie Freese reviewed the current process to determine Standard Occupational Classifications (SOC) and the pro's and con's associated with it. She recommended a process moving forward and following discussion, forming a committee of elected officials and department heads to discuss how to build a step system or other ideas was approved.

Several LATC grant requests, not authorized or needing additional authorization, were reviewed. County Clerk Julie Freese and Museum Director Scott Goetz were present. County Clerk Freese stated she had already received authorization in the amount of \$60,000 for construction of a 40' x 40' Election Warehouse. The quote she received for a turnkey building was for \$350,000 and the structure would need to sit on property owned by the Museum. The intent is to completely move out of the current location shared by the Lander Search and Rescue on Garfield Street, into a space between two Museum buildings situated on the same lot. Goetz stated he would have to get approval from his Board; however, did not think it would be an issue as long as they had access into the enclosed lot at all times. Mike Jones moved, Jennifer McCarty seconded, to authorize \$350,000 and allow the project to go out to bid. Motion carried unanimously. J.R. Oakley will be asked to assist with this process as he is still on retainer with the County working on other building projects.

Scott Goetz discussed several projects that have not been authorized to date. The Dubois Museum/Shop Storage Building project was submitted with a request of \$205,599. A proposal was submitted for \$244,760.79 and he expects an inflation factor of 7% is feasible. Mike Jones moved, Jennifer McCarty seconded, to authorize \$300,000 for the project. Motion carried unanimously. The Dubois Museum Association and the Dubois Museum Self-Generated Fund will provide \$57,140.00 in funding towards the building material for the Shop. The Pioneer Museum Driveway Paving project was originally submitted with a request of \$28,500.00 for a one-time cost to replace degraded areas on the north driveway and to crack seal the back parking lot. A quote estimates the cost to be \$58,500. Mike Jones moved, Jennifer McCarty seconded, to authorize \$60,000 for the Paving project. Motion carried unanimously. Goetz stated he felt the cost will be less as the City of Lander is responsible for the entire north lot with the exception of the restrooms. The Pioneer Museum Fence project was submitted with a request of \$54,000 to build approximately 720 feet of fence, plus gates on Pioneer Museum property, extending through the MAW donated property for purposes of limiting the front access of the historic buildings and funneling visitors into the Pioneer Museum in order to increase paid visitation to the site. They have had a difficult time getting a quote from a fencing company, so they spec'd out materials themselves and made the decision to build the fence themselves. The cost of materials is \$31,198.65. Mike Jones moved, Jennifer McCarty seconded, to authorize \$32,000 for the project and to approve the cost of materials in the amount of \$31,198.65. Motion carried unanimously. The Pioneer Museum submitted a Lander Vestibule project to construct it with a storefront window and door on the north side of the building on an existing concrete pad to allow egress and ingress to and from the historic buildings. A proposal was received in the amount of \$114,290 for an 8' x 12' vestibule. He asked that the project be authorized at 80% of the project cost with the remainder being funded by self-generated and other funding sources. Mike Jones moved, Jennifer McCarty seconded, to authorize \$60,000 for the vestibule project. Motion carried unanimously.

A Work Session was held to discuss the budgeting of two funding sources, the Fremont County Opioid Settlement and Wyoming Gaming Commission funding. Commissioner Mike Jones excused himself to attend a meeting with the Transportation Superintendent and Planning Department Supervisor regarding consultant selection. Present in addition to the other four Commissioners was County Clerk Julie Freese, Treasurer Jim Anderson, Public Health Nurse Manager Jeanna Stewart, Prevention Coordinator Tauna Groomsmith and Treatment Courts Director Cassie Murray.

Chairman Larry Allen would like the Commissioners to submit any rule amendments they would like to see made to the MOVE grant applicant process. He also asked for an Executive Session the following meeting for potential litigation on several topics.

There being no further business, Jennifer McCarty moved, Ron Fabrizius seconded, to adjourn the Regular Meeting at 3:00 p.m. and reconvene for a Regular Meeting at 9:00 a.m. on November 7, 2023. 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 YouTube (Fremont County WY Government).

/s/ Larry Allen, Chairman  
Fremont County Commissioners

ATTEST:

/s/ Julie A Freese, Fremont County Clerk and Clerk of the Board