

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
NOVEMBER 7, 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 later in the meeting. County Clerk Julie A. Freese and Deputy Civil Attorney Nathan Maxon were 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 October 24, 2023 minutes as presented. Motion carried unanimously.

Jennifer McCarty moved, Ron Fabrizius 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-\$17,286.92; A & I Distributors-Vehicle Maintenance-Supplies-\$2,660.37; Ace Hardware-Lander-County Buildings-Materials / Supplies -\$120.84; Ace Hardware-Riverton-Vehicle Maintenance-Materials / Supplies -\$13.80; Albright, Harold-Planning-Expense Reimburse-\$84.00; AlSCO Inc.-County Buildings-Laundry -\$221.00; American Family & Life Ins.-Segregated-Insurance-\$4,513.17; Apex Surveying, Inc.-Road Construction-Survey Services-\$915.00; API Systems Integrators-County Buildings-Inspection Service-\$2,350.00; B & B Enterprises LLC-Road Construction-Signs & Supplies -\$71.00; B&M Suppliers LLC-Detention Center-Supplies-\$3,500.00; Best Western Ramkota-County Commission-Lodging -\$288.00; Big Horn Tire Inc.-Vehicle Maintenance-Vehicle Tires -\$5,940.00; Bill Jones Plumbing & Heating-County Buildings-Services / Repairs-\$1,754.10; Black Hills Energy-County Buildings-Utility Service-\$4,823.32; Bloedorn Lumber-Lander-County Buildings-Supplies-\$156.57; Blue Cross Blue Shield of WY-Co Admin-Health Ins. Claims-\$273,781.89; Bowdel Steven P.-Detention Center-Medical Services-\$2,562.50; Bull's Service & Towing LLC-Abandoned Vehicles-Tow Service-\$975.00; Charter Communications-Computer Services-Internet Service-\$359.96; Circuit Court of The Ninth District-Detention Center-Filing Fee-\$70.00; Clifford, Gregory P. MD PC-Detention Center-Inmate Medical-\$2,649.00; Colonial Life & Accident Ins-Segregated-Insurance-\$519.73; Cowboy Chemical Inc.-Detention Center-Supplies-\$515.85; Drug Testing Services LLC-Segregated-Testing Service-\$250.00; Dubois Telephone Exchange-County Sheriff-Telephone Service-\$720.96; Electrical Dynamics, Inc.-Computer Services-Services / Repairs-\$1,585.26; Empower Trust-Segregated-Wyoming Benefits-\$8,820.00; Evergreen Tax & Consulting LLC-County Treasurer-Consultation / Services-\$15,400.00; Floyd's Truck Center WY-Vehicle Maintenance-Parts / Supplies-\$560.92; Freese, Julie-County Elections-Expense Reimburse -\$142.40; Fremont Chevrolet GMC-Segregated-Vehicles / Parts / Service-\$154,907.85; Fremont County Treasurer-Co Admin-Health Insurance-\$357,547.00; Fremont County Treasurer-Co Admin-Section 125 Benefits-\$34,247.31; Frontier Ambulance LLC-Fremont County Ambulance-Ambulance Subsidy-\$135,751.33; Garnishments-Payroll-Garnishments-\$1,243.65; Gee, Brian-Detention Center-Contract Supervisor-\$5,580.00; Glassburn, Jennifer M.-Public Defender-Court Transcripts -\$537.75; Globalstar USA-Search & Rescue-Satellite Phone-\$272.96; Grainger-County Buildings-Materials / Supplies -\$1,117.21; Hall, Jared-Vehicle Maintenance-Expense Reimburse-\$189.99; Healthsmart Benefit Solutions-Segregated-Insurance-\$720.00; Holiday Inn Hotel & Suites-County Assessor-Lodging -\$1,470.00; Jack's Saw Shop Inc.-County Buildings Detention-Supplies-\$849.00; James Tower, Kimber-Planning-Expense Reimburse-\$31.50; Jerry Bornhoft Construction Inc-1% Infrastructure Projects-Services-\$1,595.00; Jim Spriggs Construction-ARPA Program Grant-Construction Services-\$20,792.27; Kessler, Douglas E-Planning-Expense Reimburse-\$29.50; Kisling, Lisa-District Court-Court Appointment / Rent-\$3,374.39; Lander Medical Clinic PC-Detention Center-Inmate Medical-\$1,652.40; Lander, City Of-County Buildings-Water & Sewer-\$2,766.72; Mahlum, Zachary Hamilton-District Court-Court Appointment-\$1,277.73; Master's Touch LLC-County Treasurer-Services / Supplies-\$641.10; Maurisak, Amy-Transportation-Expense Reimburse-\$170.00; McCarty, Jennifer-County Commission-Expense Reimburse-\$120.00; Medow, Aubrey-Planning-Expense Reimburse-\$75.00; Miller, Margaret-District Court-Office Rent-\$300.00; Nations, Yesenia-County Clerk-Expense Reimburse-\$43.20; Natrona County Sheriff-Detention Center-Inmate Housing-\$1,170.00; Nelson, Colleen-Circuit Courtroom Remodel-Remodel Plans-\$3,500.00; New York Life Insurance-Segregated-Insurance-\$133.11; Norco Inc.-Segregated-Supplies -\$1,106.94; Novo Benefits-Health Benefit Plan-Benefit Guides-\$1,141.88; Office Shop Inc., The-Segregated-Repair / Service-\$2,460.52; One Stop Market-Search & Rescue-Vehicle Fuel-\$29.80; O'reilly Automotive Inc.-Vehicle Maintenance-Parts & Supplies-\$143.78; Payroll Taxes-Co Admin-Withholding / FICA-\$223,232.58; Peterbilt Of Wyoming-Vehicle Maintenance-Parts -\$584.41; Pfizer Inc.-Public Health-Supplies-\$11,270.00; Post, Raymond-County Sheriff-Car Wash -\$38.58; Premier Vehicle Install Inc.-Capital Asset Acquisitions-Vehicle Set Up-\$16,525.79; Print Shop, The-County Treasurer-Supplies-\$1,134.00; Quill Corporation-Fremont County WIC-Supplies-\$77.99; R C Lock & Key-County Sheriff-Key Programming -\$134.00; R T Communications-Dispatch Center-Telephone Service-\$444.11; Reed's Moghaun Office Supply-Detention Center-Office Supplies-\$26.50; Relx, Inc.-County Attorney-Subscription-\$819.00; Riverton Physician Practices LLC-Detention Center-Drug Testing-\$151.00; Riverton, City Of-County Buildings-Water / Sewer-\$882.54; Rocky Mountain Power-Segregated-Utilities-\$10,357.63; Rodriguez, Jessica-Detention Center-Medical Services-\$2,250.00; S & L Industrial-Road Construction-Striping Project-\$343,011.50; Skaggs Companies Inc.-County Sheriff-Uniforms / Supplies -\$247.85; Smith Psychological Services-Detention Center-Services-\$400.00; Soule, Sierra-Segregated-Court Appointment / Rent-\$3,307.50; State Disbursement Unit-Payroll-Child Support-\$1,870.41; State Of Wyoming-Public Defender-Office Rent-\$1,650.00; Sylvestri Customization-Prevention Program-Services-\$1,128.00; Terrance R. Martin PC-Public Defender-Rent-\$600.00; Teton Pathology PC-County Coroner-Services-\$200.00; Total Net

Salaries-Segregated-Salaries-\$718,656.45; Traveling Computers-Computer Services-Services-\$588.50; Tumbleweed Propane Inc.-County Buildings-Propane Delivery -\$249.09; Verizon Wireless-Segregated-Cellphone Service-\$787.99; W A C O-Segregated-Registration -\$1,500.00; Wacers-Transportation-Membership Dues-\$230.00; Western Printing, Inc.-County Sheriff-Printed Supplies-\$165.00; Whiting Law, P.C.-District Court-Professional Services-\$1,087.50; Winchester, Clyde-Transportation-Expense Reimburse-\$110.00; Wind River Towing-County Sheriff-Vehicle Towing-\$242.00; Windmill, LLC-Transportation-Supplies-\$1,035.62; Winter Equipment Company-Transportation-Supplies-\$6,749.40; Wolf, Nancy J-Detention Center-Medical Services-\$1,531.25; WY Dept. Of Employment-Segregated-Unemployment Claims-\$0.00; WY Dept. Of Health-Health Nurse- Payroll -\$47,970.37; WY Dept. Of Transportation-Vehicle Maintenance-County Plate-\$2.00; WY Law Enforcement Academy-County Sheriff-Training -\$472.00; WY SDU-Payroll-Child Support-\$1,330.00; Wyo Child Support Enforcement-Segregated-Child Support-\$850.00; Wyo Dept. Of Workforce Serv-Co Admin-Workers Comp-\$34,885.85; Wyoming Behavioral Institute-Health & Welfare-Title 25-\$12,064.00; Wyoming Machinery Co-Segregated-Parts / Service-\$10,895.72; Wyoming Office Attorney General-24/7 Program-Program Fees -\$3,538.00; Wyoming Retirement System-Co Admin-Contributions-\$174,387.88; Wyoming State Bar-County Attorney-Attorney Licenses-\$2,372.50; Wyoming Waste Systems-County Buildings-Trash Removal-\$3,165.50; Wyonet Inc.-Computer Services-Telephone / Internet Service-\$5,537.76.

Ron Fabrizius moved, Jennifer McCarty seconded, to accept a voucher from Wyoming Behavioral Institute in the amount of \$12,064.00 for four Title 25 patients and \$5,100 to Fremont Counseling Service for September Title 25 patients. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) LATC Authorization form for previously approved Museum Lander Fencing Project for \$32,000; 2) Abatement Summary cover page; 3) Sympathy card; and 4) Record of Proceedings. Mike Jones moved, Jennifer McCarty seconded, to approve various vendors totaling \$1,395,110.11 for the LATC project authorized at \$1,400,000 for the Dispatch Radio/Pager Replacements. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve Alexander Excavation, Inc. Change Order No. 2 for a decrease of \$202,710.95 for the Riverview Cutoff Widening and Overlay Project for a total contract price of \$2,175,277.05. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a Public Official Bond in the amount of \$15,000 for Clerk of District Court Amanda Sanchez. Motion carried unanimously. Clerk Sanchez was present in the audience and informed the Board that an additional Bond to equal the required \$100,000 will be presented in the near future for approval.

The following items in the Priority Mail were reviewed: 1) County Clerk Freese's letter to the Editor and Facebook Post celebrating November 6th as Election Hero Day, a day of action to recognize and thank election workers across the nation for their tireless efforts to keep our democracy running. The release further stated that Fremont County has no elections on this date, but the Election Department is working on plans for a successful 2024 election season starting with this celebration; 2) Wyoming Energy Authority meeting on November 8th at CWC regarding a county-by-county assessment of energy resources, opportunities and gaps; and 3) several letters of concern from Friends of the Fair other Fair supporters (Chairman Allen stated the Fair had held a special meeting last week to address the concerns presented as the governing board).

Clerk of District Court Amanda Sanchez provided an update on projects she has been working on since her appointment to the position several weeks ago.

Civil Deputy Attorney Nathan Maxon presented two draft versions of a Fremont County Public Records Fee Schedule. One version gives a discount to Fremont County residents stating "the production and generation costs will be charged only if they exceed \$50.00. If the costs exceed \$50.00, the initial \$50.00 will be a credit and not charged to the applicant". The intent is to allow \$50 free since they are already taxpaying citizens and only charges over the initial \$50 would be due. The second version is for everyone and states "production and generation costs will be charged only if they exceed \$50.00. If the costs exceed \$50.00, the initial \$50.00 will be a credit and not charged to the applicant, but anything over \$50.00 will be charged." Maxon stated the need for such a policy as the County is receiving many public records request. County Clerk Julie Freese also stated that people can come and look at materials for free, they just need to make an appointment. People are also routed to the County Website as some of the requested information is available there for free. She suggested further discussion be tabled until the next meeting and give Elected Officials and Department Heads a chance to weigh in on which version they prefer.

LOR Foundation, Lander Community Officer Ami Vincent distributed "Lander Livability Survey Results" compiled by LOR to better understand the quality of life issues that matter to Lander and Fremont County residents.

Planning Department Supervisor Steve Baumann presented six subdivision plats for review:

- 1) Carlson No. 1 Subdivision, located near the intersection of Two Valley Road and Hutchinson Road, two miles north of the City limits of Riverton. This is the same subdivision that was approved by the Commission in October; however, before being filed the landowner decided to adjust the boundary. Jennifer McCarty moved, Ron Fabrizius seconded, to approve Carlson Subdivision as recommended by the Fremont County Planning Commission. Motion carried unanimously.
- 2) Big Bend First Subdivision, Lot 10-A, Block 1, Re-Subdivision, was presented, located south of Riverton off East Monroe on Lough Drive. The purpose is to divide the current 1.22-acre parcel into two lots. Jennifer McCarty moved, Mike Jones seconded, to approve the Re-Subdivision as recommended by the Fremont County Planning Commission. Motion carried unanimously.
- 3) Skyline Subdivision, Tract 6A Re-Subdivision, located two miles southwest of Hudson off Highway 789. The re-subdivision adds an existing one-acre parcel to the tract, increasing the size from 7.17 to 8.17 acres. Jennifer McCarty moved, Mike Jones seconded, to approve the Re-Subdivision as recommended by the Fremont County Planning Commission. Motion carried unanimously.
- 4) Singing Creek Subdivision, Lots 2 & 3 Replat, located one mile west of Lander off Squaw Creek Road. This is a reconfiguration of the two lots. Jennifer McCarty moved, Ron Fabrizius seconded, to approve the Replat as recommended by the Fremont County Planning Commission. Motion carried unanimously.
- 5) Terrace Subdivision Lot 1, Re-Subdivision, located at the intersection of Red Hills Road and Crystal Avenue, approximately 4.7 miles southeast of Dubois. The purpose is to divide the current parcel into two lots. Jennifer McCarty moved, Jennifer McCarty seconded, to approve the Re-Subdivision as recommended by the Fremont County Planning Commission. Motion carried unanimously.
- 6) Porter Subdivision, located at the intersection of Highway 287 and Boulder Flats Road, five miles north of Lander. The purpose is to divide the existing 20-acre parcel into two lots. Jennifer McCarty moved, Mike Jones seconded, to approve the Subdivision as recommended by the Fremont County Planning Commission. Motion carried unanimously.

In another matter, Steve Baumann stated the Hillcrest Drive Reconstruction Project is ready to go out to bid following the completion of the study conducted earlier in the year and subsequently approved by the Board. Transportation Superintendent Billy Meeks was in the audience and confirmed there is funding for the County's portion of the engineering study available in the 1% and Road Construction Fund. Mike Jones moved, Ron Fabrizius seconded, to approve the project going out to bid for engineering services. Motion carried unanimously. The Board asked Meeks to provide an updated budget for both of the funding sources as well as current 1% prioritized projects.

Commissioner Clarence Thomas joined the meeting at this time.

County Clerk Julie Freese presented a preliminary budget hearing of Unanticipated Revenues and Budget Transfers within Fremont County's FY 2023-2024 budget. She stated the information would now be advertised and a Public Hearing held the following meeting.

Julie Freese reviewed a paid voucher from Sentinel Security LLC in the amount of \$4,346.00 that was incurred by the Museum when the Dubois security went down. This was prior to the ARPA #2 Museum Security Upgrade Project authorization at \$64,000. As this emergency cost had to be paid out of their budget, they would like to use this as an approved bid from the authorized grant amount. Mike Jones moved, Jennifer McCarty seconded, to approve the Sentinel Security amount to be reimbursed back into the Museum budget and funded as part of the Museum Security Upgrade Project in the amount of \$4,346.00. Motion carried unanimously.

Julie reviewed the status of the Election Warehouse project, authorized for LATC funding. J.R. Oakley (JR Project Management LLC) is assisting to get the project ready to go out to bid. Prior to that, a parcel owned by the Fremont County Museum on Garfield Street will need to be obtained. Mike Jones moved, Clarence Thomas seconded, to approve a proposal to the Fremont County Museum Board requesting the County obtain the land between the two Museum buildings in exchange for the County removing any

remaining grass, replacing it with gravel, and providing sidewalk snow removal. Motion carried unanimously.

Chairman Larry Allen discussed several proposed changes to the Making Opportunity for a Viable Economy (MOVE) rules. MOVE Committee members Bryan Warner, Mike Martin and Ryan Hedges were present in the audience, along with nine other individuals. The ½% economic development tax is administered through the MOVE committee and Chairman Allen suggested the Board and Committee think about the following changes: 1) applicant must reimburse grant funding if they sell their business, equipment, etc. within a certain length of time; 2) mortgage considerations; 3) six-month reporting, in addition to the annual final reporting; 4) reimbursement instead of direct distribution; and 5) only one application per applicant. Discussion was held with mixed review by fellow Commissioners; however, the one-time per applicant was generally approved by all the Board. Commissioner Thomas was concerned with too much overreach from the County once a grant has been awarded. Other changes to the actual application regarding documents required to be submitted with the application was suggested to be made in larger, bolder print by Vice-Chairman Jones. He further suggested both the Lander and Riverton economic development groups be contacted to see what their applicant criteria is. It was agreed upon by the Commission to inform the October MOVE applicants that a 30-day extension will be set to give time to review criteria from the other groups to help make decisions on how to proceed with the extra large number of applicants this quarter (23 applicants, totaling \$4,184,120 in requests, for the available amount of funding of \$635,111.40).

Commissioner Ron Fabrizius asked that Kevin Kershisnik, present in the audience, be allowed to discuss a grant award to FCAG from IDEA, Inc. for a grant writer. The Commission declined to discuss the matter at that time as the topic was not part of the agenda and to invite Mr. Kershisnik to attend another meeting when ample time could be scheduled for the discussion.

Transportation Superintendent Billy Meeks updated the Board on a recent resignation and requested authorization to refill the Operator 1-3 position, with a salary range of \$41,300 to \$46,800. Mike Jones moved, Jennifer McCarty seconded, to approve refilling the position. Motion carried unanimously.

Clarence Thomas moved, Jennifer McCarty seconded, to adjourn into Executive Session with Transportation Billy Meeks and Civil Attorney Nathan Maxon regarding potential litigation. Motion carried unanimously. Following the discussion with Meeks', Attorney Maxon discussed three other topics under potential litigation and IT Supervisor Kevin Shultz joined the session to discuss one item. Following those topics, two personnel issues were discussed. Mike Jones moved, Jennifer McCarty seconded, to return to Regular Session. Motion carried unanimously.

Commissioner meeting reports were given:

There being no further business, Mike Jones moved, Clarence Thomas seconded, to adjourn the Regular Meeting at 2:00 p.m. and reconvene for a Regular Meeting at 9:00 a.m. on November 14, 2023. 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 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