

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
NOVEMBER 9, 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, Vice-Chairman Larry Allen, Jennifer McCarty, and Mike Jones. Commissioner Clarence Thomas joined later in the meeting. County Clerk Julie A. Freese was present.

Larry Allen moved, Jennifer McCarty seconded, to approve the agenda as amended. Motion carried unanimously.

Jennifer McCarty moved, Larry Allen seconded, to approve the minutes of the Regular Meeting held on November 2, 2021. 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.

Bills are listed in the following format: Vendor – Department – Description – Amount: 2 M Construction Inc-1% Gravel Projects-Contract Service-\$5117.50; A & I Distributors-Vehicle Maintenance- Oil/Fluids-\$1913.55; Ace Hardware-Riverton-County Buildings-Materials/Supplies -\$348.95; Alsco Inc-County Buildings-Laundry-\$325.20; American Board Of Medicolegal-County Coroner-Member Dues-\$100.00; Anda Inc-Public Health-Vaccine Supplies-\$4340.02; Apex Surveying, Inc-Lower North Fork Road-Engineer Riverview Project-\$14730.16; Bailey Enterprises, Inc-Inventory-Bulk Fuel -\$25929.85; Bank Of The West-Segregated-Credit Card Charges-\$54862.39; Bank Of The West Acct Analysis-Investment Pool-Analyzed Charges-\$277.41; Big Horn Water-Youth Services-Water Bottles-\$94.50; Bill Jones Plumbing & Heating-County Buildings-Supplies/Parts-\$852.20; Bloedorn Lumber-Lander-County Buildings-Materials/Supplies-\$1277.09; Bowdel Steven P.-Detention Center-Medical Services-\$2250.00; Bush, Ron-1% Gravel Projects-Contract Services-\$7800.00; C C & G, Inc-North Fork Asphalt-Road ELE Replacement-\$69940.00; Carquest Auto Parts-Vehicle Maintenance-Parts & Supplies-\$11.99; Charter Communications-Computer Services-Internet Services-\$349.96; Clancy II, Michael-Transportation-Expense Reimbursement-\$146.16; Cole, Necha-County Attorney-Witness Fees -\$90.00; Communication Technologies Inc-Support Services-Maintenance Agreement, Repairs-\$2961.87; Dealers Electrical Supply-County Buildings-Materials/Supplies-\$222.00; Deyo, Micheal-County Attorney-Witness Fees-\$30.00; Dubois Frontier, The-Segregated-Advertising -\$291.45; Dubois Telephone Exchange-County Sheriff-Telephone -\$715.07; East Fork Veterinary Services Inc-County Sheriff-Contract Services-\$250.00; Farrar, Mackenzie R.-Youth Services-Expense Reimbursement-\$143.00; Fremont Motor Riverton Inc-Vehicle Maintenance-Parts/Supplies-\$100.94; Fremont Motors - Lander-Vehicle Maintenance-Parts/Supplies-\$714.50; Grainger-County Buildings-Materials/Supplies -\$1096.00; Jace Water Service Inc-1% Gravel Projects-Contract Services-\$7350.00; Jerry Bornhoft Construction Inc-1% Gravel Projects-Contract Services-\$6960.00; Kairos Broadcasting LLC-Prevention Program-Radio Advertising-\$2500.00; Kohler Trucking Inc-1% Gravel Projects-Contract Services-\$1140.00; Lander, City of-County Buildings-Water & Sewer-\$2878.65; McAuley, Lindsay-Detention Center-Medical Services-\$281.25; Napa Auto Parts-Riverton-Segregated-Parts & Supplies-\$2299.44; Non Typical Services & Logistics LLC-1% Gravel Projects-Contract Services-\$5850.00; Norco Inc-County Buildings-Supplies -\$3029.37; Office Shop Inc, The-Segregated-Copy Repair/Service -\$285.35; Olsen, Phillip Courchesne-County Attorney-Witness Fees-\$128.40; Orkin LLC-County Buildings-Pest Control Service-\$125.00; Palace Pharmacy-Detention Center-Inmate Rx's-\$3503.25; Peterbilt of Wyoming-Vehicle Maintenance-Parts -\$136.29; Print Shop, The-County Commission-Printed Office Supplies-\$22.50; Quickspace-Detention Doors Upgrade-Container Rental -\$300.00; Quill Corporation-County Attorney-Office Supplies-\$56.07; R T Communications-Segregated-Telephone Service-\$541.37; Relx, Inc.-County Attorney-Research Subscription-\$674.00; Riverton Ranger, Inc-Segregated-Advertising-\$1813.15; Rocky Mountain Power-Segregated-Utilities-\$10457.03; Rodriguez, Jessica-Detention Center-Contract Services-\$2062.50; S & L Industrial-Road Construction-Striping Project -\$10032.79; Terrance R. Martin PC-Cast-Professional Service -\$3262.50; Tri-Star Detention, Inc.-Detention Doors Upgrade-Doors Install-\$81250.00; Valley Lumber & Supply Co Inc-County Buildings-Materials/Supplies-\$36.21; Verizon Wireless-Segregated-Cellphone Services-\$983.65; Western Printing, Inc-Segregated-Printed Supplies-\$1620.79; Winchester, Clyde-Transportation-Reimburse Expenses-\$110.00; Wind River Oilfield Service Inc-1% Gravel Projects-Contract Services-\$6780.00; Windmill, LLC-Transportation-Materials/Supplies/Services-\$321.50; Wyoming Behavioral Institute-Health & Welfare-Title 25 Patients-\$754.00; Wyoming Machinery Co-Vehicle Maintenance-Parts -\$2463.18; Wyoming Office Attorney General-24/7 Program-Fees Collected-\$8062.00; Wyoming Waste Systems-County Buildings-Trash Removal-\$2630.51.

The following items in the Signature File were reviewed: 1) thank you letter to Steve Bauman for serving as Viewer in the petition to vacate a portion of Darnall Road; 2) letter to Federal Agencies notifying them of the adoption of the 2021 Fremont County Natural Resource Management Plan; and 3) Record of Proceedings. Mike Jones moved, Larry Allen seconded, to accept the bid of \$11,198.00 from Traveling Computers, Inc. for the ISS Department with funding through the Capital Revolving Fund. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve Resolution No. 2021-24 Adopting Holiday Closures and Other Closures for 2022. Motion carried unanimously.

There were no action items in the Priority Mail.

There was nobody present for the Public Comment period.

Library Director Anita Marple reviewed personnel updates and rehire requests. Riverton Branch Manager Sharri Haskins was present in the audience. Personnel updates include: 1) health insurance additions of two full-time staff who had previously waived the health insurance but are signing up during the open enrollment period (\$19,468 addition to FY 2021-22 Salaries and Benefits line item partially offset by the timing of refilling the maintenance position; 2) Vacant Custodial/Maintenance and Security position (30 hour/week, benefitted); and 3) Senior Community Service Employment Program is providing a 20/hour/week custodial employee through the Center for Workforce Inclusion program and paid a minimum wage by CWI (additional employees may be used in the future). Marple reviewed the request to rehire the following: 1) Facilities Supervisor (full time/benefitted) which is open due to a resignation. Marple would like to promote a current employee into this position and per the Library Board's revised pay scale, the Level 1 starting pay will be in the range of \$36,400-\$39,520 to accommodate less supervisory experience; 2) Custodial/Maintenance/Security (full-time, benefitted) is vacant due to recommended promotion to the Facilities Supervisor position. Starting pay will be \$13.25-\$15.00/hour; and 3) Youth Services Library Assistant (part-time, benefitted, Lander). This is due to a recent resignation and starting pay is \$13.25-\$13.55. Jennifer McCarty moved, Mike Jones seconded, to approve filling the Facilities Supervisor, Custodial/Maintenance/Security and Youth Services Library Assistant positions at the salary recommended for each. Motion carried unanimously.

Commissioner meeting reports were given.

Sheriff Ryan Lee presented a monthly report.

County Coroner Larry DeGraw gave a monthly report.

County Clerk Julie Freese and Financial Assistant Michelle Neuenschwander presented a preliminary budget hearing.

The 2022 Commissioner meeting schedule was reviewed, patterned after the current year. Larry Allen moved, Jennifer McCarty seconded, to adopt the 2022 County Commission meeting schedule. Motion carried unanimously.

Commissioner Clarence Thomas joined the meeting at this time.

Treasurer Jim Anderson requested reconsideration of the Standard Occupational Classification (SOC) adjustment of 10% given the Department instead of the 17% requested. Mike Jones moved, Larry Allen seconded, to approve the Treasurer's adjusted 13% SOC salary equity recommendation for the Fremont County Treasurer's Office based on his submitted plan. Voting against the motion was Chairman Travis Becker. Motion carried.

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

There being no further business, Larry Allen moved, Mike Jones seconded, to adjourn the meeting at 12:10 p.m. and reconvene for a Regular Meeting on November 23, 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