

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
DECEMBER 8, 2020

**FULL DETAILED REPORT**

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 Michael Jones. County Clerk Julie A. Freese was present. Commissioner Clarence Thomas was absent.

Jennifer McCarty moved, Mike Jones 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 December 1, 2020. Motion carried unanimously.

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

<u>Vendor Name</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
A & I Distributors	Vehicle Maintenance	Oil/Fluids	\$618.73
Ace Hardware-Lander	Transportation	Materials/Supplies	\$10.22
Ace Hardware-Riverton	Segregated	Materials/Supplies	\$87.06
Alsco Inc	County Buildings	Laundry	\$329.09
Ameda Inc	Public Health	Supplies	\$1,728.00
Anda Inc	Public Health	Vaccine Supplies	\$13,885.25
B & B Enterprises LLC	Planning	Signs & Supplies	\$2.92
Bailey Enterprises, Inc	Inventory	Bulk Fuel	\$12,168.27
Bowdel, Steven P.	Detention Center	Contract Service	\$2,312.50
Centurylink	Computer Services	Telephone Service	\$358.35
CNA Surety	Segregated	Bond Renewals	\$300.00
Dealers Electrical Supply	Segregated	Materials/Supplies	\$109.50
DOWL LLC	Road Const Engineering	County Projects	\$16,490.33
Dubois Frontier, The	Support Services	Advertising	\$39.15
Dubois Telephone Exchange	Segregated	Telephone Service	\$682.05
Dynamic Controls Inc	County Buildings	Services / Repairs	\$460.25
Edwards Communications	Operation Safeguard	Radio Advertising	\$424.00
Fremont Broadcasting	Operation Safeguard	Advertising Radio	\$552.00
Fremont County Solid Waste	County Buildings	Dump Fees	\$22.60
Fremont Electric Inc	County Buildings	Remodel Buildings	\$7,685.00
Fremont Motors - Lander	Vehicle Maintenance	Parts/Supplies	\$157.89
Judicial Dialog Systems	County Attorney	Maintenance & Support	\$10,159.27
KONE Inc	County Buildings	Elevator Maintenance	\$1,299.03
KTUG Ledge 105	Operation Safeguard	Radio Advertising	\$68.00
Lander Valley Auto Parts	Vehicle Maintenance	Parts/ Supplies	\$105.77
Lander, City of	County Buildings	Water & Sewer	\$2,048.86
Leonard, Anthony G.	Detention Center	Inmate Medical Services	\$1,187.50
Little Wind Convenient Care	Phep Covid Response	Covid Testing	\$1,050.00
Napa Auto Parts-Riverton	Vehicle Maintenance	Parts & Supplies	\$1,393.16
Norco Inc	County Buildings	Supplies	\$3,845.92
R T Communications	Segregated	Telephone Services	\$539.05
Riverton Ranger, Inc	Segregated	Advertising	\$5,422.51
Riverton Senior Citizens	Phep Covid Response	Meals Delivered	\$1,554.00
Riverton, City of	County Buildings	Water/Sewer	\$905.78
Rodney's Collision & Custom	Transportation	Repair	\$3,040.64
Shirts & More Inc	Planning	Signs Addresses	\$35.00
Snider, Yvonne	Sheriff Victim Services	Reimburse Expenses	\$186.90
Stroupe Pest Control Inc	County Buildings	Pest Control	\$200.00
Traveling Computers	Computer Services	Supplies Service	\$934.50
Traveling Computers	Operation Safeguard	Supplies, Services	\$1,599.89
Upright Construction & Restoration	County Buildings	Building Restoration	\$42,631.72
Verizon Wireless	Youth Services	Telephone Service	\$349.99
Whiting Law, P.C.	District Court	Professional Services	\$3,540.00
WinSupply of Riverton	Operation Safeguard	Materials/Supplies	\$137.18
WY Dept of Transportation	Vehicle Maintenance	County Plates	\$6.00
WY DEQ	Transportation	Contaminated Site Fee	\$200.00
Wyoming.com	Computer Services	Monthly Service	\$1,011.70
Wyonet Inc.	Computer Services	Telephone Service	\$3,557.84

Y2 Consultants LLC

County Commission

Professional Services

\$1,423.00

Jennifer McCarty moved, Mike Jones seconded, to accept the Title 25 voucher from SageWest Health Care in the amount of \$2,975.00 for one patient and Wyoming Behavioral Institute in the amount of \$8,294.00 for four patients. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Abatement Summary cover page; and 2) Record of Proceedings. Larry Allen moved, Jennifer McCarty seconded, to approve a Letter of Support for the University of Wyoming School of Energy Resources application for the Carbon Ore, Rare Earth and Critical Minerals Initiative for U.S. Basins. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve a State of Wyoming State Loan and Investment Board Reimbursement Agreement in the amount of \$124,874.00 for COVID related expenses. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve Amendment One to the Contract between Wyoming Department of Health, Behavioral Health Division and Fremont County Commissioners as Governing Body for the Court Assisted Treatment Program for an additional \$13,675.85. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve a Grant Award Agreement between Wyoming Office of Homeland Security and Fremont County in the amount of \$80,372.00 for the Emergency Management Performance Grant, pending negotiations by the County Attorney to amend mileage reimbursement rates at the same rate as county rates. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) Wyoming Department of Health Changes to Public Health Orders related to COVID-19; and 2) Big Iron Auctions Settlement Statement totaling \$48,062.73.

There was nobody present for the Public Comment period.

Executive Health Insurance Committee member Margy Irvine gave an update on the Open Enrollment videoconferencing classes held the previous week. A video is also available for those employees unable to participate during the scheduled times. She stated NOVO contributed two \$50 gift certificates for those taking the classes. They made a correction during the training to note the Flexible Spending amount per year is \$2750, not the \$2700 mentioned in the plan, and that employees who answered the question correctly were entered in the drawing. Chairman Becker drew two names (Amy Romero and Kristy Thain) as winners of the gift certificates.

Building Maintenance Supervisor J.R. Oakley recognized the efforts of Fremont County Clerk Julie Freese in testifying before the State Loan and Investment Board regarding the County's application for reimbursement for COVID related purchases. She represented several departments and their projects and should be commended for her efforts. Chairman Becker echoed his appreciation of her efforts on behalf of Fremont County.

Vehicle Maintenance Supervisor Brad Meredith and Public Health Nurse Supervisor Becky Parkins were present to discuss Parkins' request to purchase two new vehicles through the State CARES grant money. She stated the current vehicles are in need of replacement and the purchases qualify for the funding. Meredith had researched vehicles and recommended the Chevrolet Traverse which is all wheel drive mid-size SUV. He further stated his thought that one of the Public Health vehicles be placed in the County's pool vehicle fleet and replace a vehicle with higher mileage. The other Public Health vehicle would be removed from the fleet as well so the total fleet size will not increase. Larry Allen moved, Jennifer McCarty seconded, to approve purchasing two new vehicles, with funding through the State CARES funding, pending written authorization the purchases qualify. Motion carried unanimously. They stated the purchase needs to take place prior to the end of the year to qualify for the money. Meredith will report back during the Commissioners' December 22<sup>nd</sup> meeting to provide an update on what occurred.

Clerk of District Court Kristi Green updated the Commission on a recent vacancy, in addition to another one she had earlier and had received authorization to refill. For various reasons, she has not had an opportunity to begin the search to fill the first vacancy. She discussed the need for restructuring the office. Most employees leave for a higher wage in state agencies (Circuit Court entry level wage \$40,000 and Public Defender's Office entry level wage \$48,000) compared to beginning wages in her office of \$30,000. The work load in the office has increased and changed so that tasks taking one or two steps to complete now take three and four steps. Being shorthanded increases each employee's workload and adds to the stress of keeping caught up. Over the last six years she has lost six employees, and at present,

have three seasoned employees who she hopes to keep by restructuring and hiring one full time employee at a higher entry level wage and possibly a part-time employee. Chairman Becker stated the budget has been set and the County is expecting another 20% cut in State aid for the next fiscal year. He requested Green work within the current budget and present a restructure plan for their review at their December 22<sup>nd</sup> meeting. He further asked her to provide the additional hours and associated costs associated with new procedures so that he can relay the County's concern to Fremont County legislators.

Interviews were held for a five year term vacancy on the Fremont County Fair Board with Katrena Kremm and Justin Long. The Commission informed the applicants that several more applicants will be interviewed during their December 22<sup>nd</sup> meeting at which time a final selection will be made for the one vacancy.

A Public Hearing was held at 10:00 a.m., as advertised, regarding a new application for a Retail Liquor License submitted by The Rock Shop Inn LLC d/b/a The Rock Shop. Applicant Anthony Prate was present to discuss his plans for the business. There was no public comment regarding the application. Robert Townsend was present in the audience. Larry Allen moved, Jennifer McCarty seconded, to approve the new Retail Liquor License for the Rock Shop Inn LLC d/b/a Rock Shop Inn. Motion carried unanimously.

The Commissioners reviewed the changes to the current Public Health Order #4: Requiring Face Coverings in Certain Places, with Exceptions, effective December 9, 2020. A provision of the Order is that all government facilities open to the public must post notices, in a clearly visible location at or near the entrance of the building, that Face Coverings are required. Employees shall wear Face Coverings at their business or government facility when they are within 6 feet of customers, etc. Chairman Becker stated they are in unchartered waters and he has an issue with telling private business or sovereign entities they have to follow the Order. Discussion was held for County buildings, in which the entry signs will be changed from "Masks Strongly Recommended" to "Masks Required". Much work has been done at the Courthouse to protect employees at the counters by installing shields between them and customers, so the staff at these areas will not be required to wear masks. Any time an employee is closer than 6 feet from another, face masks will be required; however, there will be no policing and enforcing of this Order.

Interviews were held with applicants for three Fremont County Solid Waste Disposal District Board vacancies. Incumbents Steve Baumann, Rob Dolcater and Richard Klapproth and new applicants Kyle Larson, Brian Eggleston and Tim Payne interviewed. A weighted vote was taken and based on the results, Larry Allen moved, Jennifer McCarty seconded, to re-appoint Steve Baumann, Rob Dolcater and Richard Klapproth to three year terms. Motion carried unanimously.

County Clerk Julie Freese provided an update on the recent State Loan and Investments Board video conference meeting she attended regarding the County's application for reimbursement for COVID expenses. She further stated the generator was approved and has just arrived, along with the video conferencing systems, Sheriff's Office laptops and Library Health and Safety items and Library collection. Items not approved is the Connex box for the Detention Center and x-ray scanning system. She will get the invoices submitted by December 15<sup>th</sup> and the Payroll Department is working on documentation for the salary reimbursement.

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

Commissioner meeting reports were given:

Commissioner Mike Jones stated Tom Norwood has submitted his resignation as Facilities Manager for the Fremont County Library System. The first meeting of the newly formed Natural Resource Plan Steering Committee has been scheduled for December 14<sup>th</sup>. He stated the Wind River Outdoor Collaborative continues to meet and is working on several projects.

Commissioner Jennifer McCarty stated the Fremont County Planning Commission will be presenting four plats at the Commissioners' next meeting. Fremont County Association of Governments is conducting a survey regarding block grants.

In January, the Commissioners will develop a Steering Committee to administer the County's revenue as a result of the recently approved ½ cent tax for Economic Development.

Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 12:30 p.m. and reconvene for a Regular Meeting on December 22, 2020. Motion carried unanimously

A full detailed report (for informational purposes only) and the official minutes are posted on Fremont County's website.

/s/ TRAVIS BECKER, CHAIRMAN  
FREMONT COUNTY COMMISSIONERS

ATTEST:

/s/ JULIE A. FREESE, FREMONT COUNTY CLERK AND CLERK OF THE BOARD