

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
JANUARY 4, 2022

### 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, Jennifer McCarty, Clarence Thomas and Michael Jones. Vice-Chairman Larry Allen was absent. County Clerk Julie A. Freese was present.

Jennifer McCarty moved, Clarence Thomas seconded, to approve the agenda as amended. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomas seconded, to approve the minutes of the Regular Meeting held on December 21, 2021. Motion carried unanimously.

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

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
Ace Hardware-Lander	PHEP COVID Response	Materials/Supplies	\$72.74
Airgas USA LLC	Vehicle Maintenance	Supplies	\$90.00
American Family & Life Insurance	Segregated	Insurance	\$4,758.15
Amerigas	County Buildings	Propane	\$619.96
ANDA Inc	Public Health	Vaccine	\$3,653.50
Bank of the West Acct Analysis	Investment Pool	Analyzed Charges	\$82.64
Big Horn Tire Inc	Vehicle Maintenance	Vehicle Tires	\$3,036.98
Black Hills Energy	Fremont County Ambulance	Utility Service	\$67.43
Bloedorn Lumber-Lander	Segregated	Materials, Supplies	\$747.30
Blue Cross Blue Shield of WY	Co Admin	Health Insurance Claims	\$190,328.78
Blumenshine, Herman	Transportation	Reimbursement	\$83.25
California State Disbursement	Payroll	Child Support	\$50.00
CMI TECO	Segregated	Supplies	\$414.44
Colonial Life & Accident Insurance	Segregated	Insurance	\$1,257.80
Danyne Cooper Counseling, LLC	Juvenile Treatment Court	Contractual Services	\$2,550.00
Dealers Electrical Supply	County Buildings	Materials/Supplies	\$162.36
Fahey, Penny	Health Promotion	Wellness Services Contract	\$3,600.00
FC Circuit Court	Payroll	Garnishment	\$329.94
Fremont Chevrolet GMC	Capital Asset Acquisitions	Service Truck	\$57,493.00
Fremont County Treasurer	Co Admin	Health Insurance	\$339,064.00
Fremont County Treasurer	Co Admin	Section 125 Benefits	\$44,045.89
Gaudern, Rewa	County Treasurer	Expense Reimbursement	\$470.40
Grainger	Segregated	Materials/Supplies	\$281.35
Great West Trust	Segregated	Wyoming Benefits	\$6,450.00
Healthsmart Benefit Solutions	Segregated	Insurance	\$928.00
Kisling, Lisa	Public Defender	Rent	\$450.00
Larimer County Coroner	County Coroner	Autopsy	\$250.00
Master's Touch LLC	County Treasurer	Mailing Service	\$3,139.29
Miller, Margaret	District Court	Rent	\$300.00
New York Life Insurance	Segregated	Insurance	\$133.11
Norco Inc	Transportation	Supplies	\$37.04
Orkin LLC	County Buildings	Pest Control Service	\$125.00
Payroll Taxes	Co Admin	Withholding/ FICA	\$202,086.05
Peterbilt of Wyoming	Vehicle Maintenance	Parts	\$65.00
Post, Raymond	Segregated	Car Wash	\$20.00
Quadient Leasing USA Inc	County Attorney	Meter Lease	\$266.52
Quill Corporation	County Attorney	Office Supplies	\$143.93
R C Lock & Key	County Buildings	Keys, Supplies & Services	\$72.75
Rad Innovations LLC	Special Tax	MOVE Award	\$54,000.00
Riverton, City of	County Buildings	Water/Sewer	\$840.65
Sagewest Health Care	County Coroner	Test Services	\$15.16
Shortgrass Hospitality LLC	County Assessor	Lodging	\$192.00
Soule, Sierra	Public Defender	Rent	\$450.00
State Disbursement Unit	Payroll	Child Support	\$1,066.25
State of Wyoming	Public Defender	Office Rent	\$1,650.00
Terrance R. Martin PC	Public Defender	Rent	\$450.00
Total Net Salaries	Segregated	Salaries	\$650,094.98
Traveling Computers	Segregated	Computer Supplies Services	\$17,028.00
University of Wyoming	Agriculture Department	Contract Salary	\$8,160.00
W A C O	County Commission	Association Dues	\$325.00
Wilkerson, James A, IV, MD PC	County Coroner	Autopsy	\$3,150.00
Winsupply of Riverton	County Buildings	Materials/Supplies	\$17.37
WY Dept of Employment	Segregated	Unemployment Claims	\$0.00
WY SDU	Payroll	Child Support	\$1,480.00
Wyo Child Support Enforcement	Segregated	Child Support	\$806.00
Wyo Dept of Workforce Services	Co Admin	Workers Comp	\$17,608.43

Wyoming Office Attorney General	24/7 Program	Sobriety Program Fees	\$6,618.00
Wyoming Retirement System	Co Admin	Contributions	\$158,858.05
Wyoming Wood Products LLC	Special Tax	Move Award	\$185,000.00
Wyonet Inc.	Computer Services	Telephone Service	\$4,947.49

The following items in the Signature File were reviewed: 1) Wyoming Association of Risk Management Final Proof of Loss for a 2019 Ford F-150 Patrol Truck; and 2) Record of Proceedings. Mike Jones moved, Jennifer McCarty seconded, to approve Certified Resolution No. 2022-01 authorizing Treasurer Jim Anderson and Deputy Rewa Gaudern to obligate the County with respect to the purchase, sale, transfer and exchange of US Governmental Agency Securities. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve Resolution No. 2022-02 authorizing the release of monies prior to each county payroll distribution via direct deposit for 2022. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve Resolution No. 2022-03 for adoption of the Fremont County/Municipal/Tribal Emergency Operations Plan. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a Capital Revolving Fund asset purchase from Fremont Motors in the amount of \$37,660 each for seven 2022 Chevy 1500 Trucks (one K-9 vehicle and six patrol trucks). Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a FY2022 Congestion Mitigation Air Quality Program Subrecipient Agreement between the Wyoming Department of Transportation and Fremont County for a federal award of \$262,416.00 for dust suppression on nine county roads. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a Promissory Note for a principal amount of \$37,875.00 with the Fremont County Fair Board for the Little Wind and Bath House Roofing Project, with funding through the Capital Revolving Fund.

The following items in the Priority Mail were reviewed: A request was acknowledged from the Fair Manager to refill a Janitorial position recently vacated. Jennifer McCarty moved, Mike Jones seconded, to approve refilling the position at the budgeted salary. Motion carried unanimously. A meeting notice of a Fremont County Weed and Pest District, Bureau of Land Management and Game and Fish Department presentation of the annual invasive grass management strategy development on February 2, 2022 at Game and Fish Office in Lander.

Treasurer Anderson was present and reviewed a letter he submitted stating that in accordance with Wyoming Statute 18-4-106 “the county treasurer shall...each year cancel all unpaid county warrants which have been issued for more than twelve (12) months. The county treasurer shall certify to the board of county commissioners...the number and amounts of each county warrant...The board of county commissioners...shall enter the list upon its journal and have the list published in the minutes of the regular ...meeting...” It further states that “any person holding a cancelled county warrant...may present the warrant...to the board of county commissioners within five (5) years after the date of cancellation and they shall issue the holder of the warrant...a new warrant in the same amount...” Jennifer McCarty moved, Mike Jones seconded, to certify the named warrants, which were issued more than 12 months ago and that have not been paid are now cancelled. Motion carried unanimously.

<b>Date Issued</b>	<b>Paid To</b>	<b>Warrant No.</b>	<b>Amount</b>
12/17/2019	Asmundson, Alycia Kay	168165	\$59.60
12/17/2019	Emerson, Kylie Jo	168190	\$56.00
12/17/2019	Hutchins, Brian	168206	\$54.80
12/17/2019	Witt, Donald E.	168276	\$50.80
4/7/2020	Garcia, Chace	169058	\$50.80
4/7/2020	Kreagen, Susan	169084	\$40.00
4/7/2020	Ness, Brandon A.	169116	\$50.80
4/7/2020	Ratliff, Frank A.	169142	\$30.00
4/7/2020	Schatza, Rebecca D.	169157	\$54.00
4/7/2020	Spillman, William K.	169168	\$42.00
4//2020	Spoonhunter, Leslie	169169	\$6.95
5/5/2020	Gist, Cora	169415	\$33.60
5/5/2020	Wilson, Debra	169483	\$1.50
9/22/2020	WCAA	170602	\$200.00
9/30/2020	Dubois Chamber of Commerce	1012	\$55.00
11/10/2020	Wilhelm, Noah	171055	\$35.64
11/24/2020	Calvert, Ella	171145	\$157.20

Election of Officers and Liaison Designations were postponed until the January 11, 2022 meeting when a full quorum was expected.

Jennifer McCarty moved, Clarence Thomas seconded, to designate the following depositories for Fremont County Government for 2022: Dubois: Bank of Jackson Hole and Wyoming Community Bank; Lander: Bank of the West, Central Bank and Trust, First Interstate Bank and Wyoming Community Bank; Riverton: Bank of the West, Central Bank and Trust, First Interstate Bank, US Bank, Wells Fargo Bank and Wyoming Community Bank; and Fort Washakie: Central Bank and Trust. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to designate the Riverton Ranger and Lander Journal as the official county newspapers for Fremont County Government for 2022 with the remaining newspapers within the county to be used for other purposes. Motion carried unanimously.

The Public Comment period was held.

Representative Pepper Ottman was present via Zoom and wished everybody a Happy New Year and thanked them for their work in 2021 and that she is looking forward to 2022. She encouraged the county to also use the Dubois Frontier in their advertising needs to which the Board and County Clerk indicated was used frequently for advertising needs other than the official minutes. Representative Ottman informed the Board that she was made aware that Fremont County was one of only three other counties that did not have a Christmas ornament on the Governor's Christmas tree and this has been rectified and there is now a Fremont County ornament.

Deputy County Clerk Margy Irvine stated the Centers for Disease Control has updated their COVID-19 recommendations and she recommended that the August 2021 Fremont County Offices COVID-19 Guidelines follow those changes on isolation and quarantine times. Mike Jones moved, Jennifer McCarty seconded, that the Fremont County Guidelines be updated per new Centers for Disease Control and Prevention recommendations. Motion carried unanimously.

Transportation Superintendent Billy Meeks was joined by Tryhydro Engineer Scott Lee to discuss the status of the Structure ELE Box Culvert Replacement Project on Paradise Valley Road at the Pilot Canal. They stated the project went very well with contractor CC&G and Midvale Irrigation approved of the work done. Jennifer McCarty moved, Mike Jones seconded, to approve a Certificate of Substantial Completion as of December 20, 2021. Motion carried unanimously. This is the date from which the one-year warranty will begin. Jennifer McCarty moved, Clarence Thomas seconded, to approve a Certificate of Final Completion as of December 22, 2021. Motion carried unanimously. Jennifer McCarty moved, Mike Jones seconded, to approve the Notice of Final Payment advertisement indicating final payment will be made to the contractor on February 18, 2022. Motion carried unanimously.

Administrative Secretary Jill Johnson joined Billy Meeks to review a State of Wyoming Board of Land Commissioners Easement Post Construction Report for a portion of the Rails to Trails Road that crosses State land. The Easement Application was initially submitted to the State in 2011 by former Transportation Superintendent Pendleton. Chief Civil Deputy Darrough asked for time to review the documents before returning them to the State. Meeks stated he would further distribute another easement to her for review prior to presentation to the Board.

Billy Meeks informed the Board of a Road Maintenance Level 3 position that will be vacant on February 8<sup>th</sup> due to a retirement. He requested authorization to advertise in-County for one week and then to the public after that time if needed. Mike Jones moved, Jennifer McCarty seconded, to authorize refilling the Road Maintenance Level 3 position not to exceed the current salary of \$43,000. Motion carried unanimously.

In another matter, discussion was held on new Entry-Level Driver Training (ELDT) rule, which will be implemented on February 7, 2022 that establishes new minimum training requirements for individuals who want to obtain a Commercial Driver's License (CDL). Billy Meeks stated the Department will be okay until current employees holding a CDL leaves County employment, at which time the County will be competing with the private industry on wages, creating a budgetary issue that will need to be addressed. Chairman Becker asked Meeks to provide them with some options to consider regarding this situation at their January 18<sup>th</sup> meeting.

Commissioner meeting reports were given.

Commissioner Thomas asked for a reminder of the topics to be discussed with the Wind River Intertribal Council when they meet with them at 1:00 p.m. today at the Tribal Complex. The

Commissioners had forwarded two agenda items: Ambulance issues and updates on the maintenance of four roads on the Wind River Indian Reservation taken into tribal inventory.

Commissioner Mike Jones stated the Solid Waste Disposal District board has made some changes to their budget and he would like to invite them to the next meeting to discuss salary and bonus related issues. He attended a meeting in Riverton regarding a sculpture/monument at the Riverton Airport. It would feature tourist assets for the community and the group is on a deadline as they are applying for grant funding for the project.

Chairman Travis Becker updated the Board on an Ambulance collision with a deer and noted damages can be fixed in-house. Capital Revolving Fund vehicle purchases for Emergency Management and Vehicle Maintenance have been delivered to the shop that will retrofit them and they should be in service within six weeks.

County Clerk Julie Freese will poll the legislators to see if they can meet with the Commissioners prior to the legislative session. She stated the county is okay for now with the proposed legislative redistricting plans and hopes the plan is finalized January 12<sup>th</sup> at their meeting in Casper. After that time, they will begin work on the County Commission districts which places five Commission Districts over the four Legislative Districts. Chairman Becker asked that they be involved and set a work session for January 18<sup>th</sup>. Budgets will be sent out mid-February to all departments and Financial Specialist Michelle Neuenschwander is making some changes to the current forms.

There being no further business, Mike Jones moved, Jennifer McCarty seconded, to adjourn the meeting at 10:05 a.m. and reconvene for a Regular Meeting at 9:00 a.m. on January 11, 2022. 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 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