

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
JANUARY 18, 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, Vice-Chairman Larry Allen, Jennifer McCarty, Clarence Thomas and Michael Jones. County Clerk Julie A. Freese was present.

Larry Allen moved, Clarence Thomas seconded, to approve the agenda as presented. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomas seconded, to approve the minutes of the Regular Meeting held on January 11, 2022. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomas seconded, to accept the bills for payment. Motion carried unanimously.

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
A & I Distributors	Vehicle Maintenance	Oil/Fluids	\$1,097.30
Ace Hardware-Lander	County Buildings	Materials/Supplies	\$322.88
Ace Hardware-Riverton	County Buildings	Materials/Supplies	\$42.62
Airgas USA LLC	Search & Rescue	Supplies	\$51.00
B & B Enterprises LLC	County Sheriff	Vehicle Supplies	\$215.00
Bailey Enterprises, Inc	Segregated	Vehicle Fuel	\$12,163.06
Bobcat of the Big Horn Basin, Inc	Detention Doors Upgrade	Rental	\$4,000.00
Carquest Auto Parts	Vehicle Maintenance	Parts & Supplies	\$1.50
Carroll Septic Service	Transportation	Services	\$150.00
Centurylink	Computer Services	Telephone Service	\$630.46
Charter Communications	Computer Services	Internet Service	\$349.96
Dealers Electrical Supply	County Buildings	Materials/Supplies	\$310.93
Desert Mountain Corporation	Transportation	Supplies	\$2,754.48
Floyd's Truck Center WY	Vehicle Maintenance	Parts	\$842.79
Fremont Auto Center Inc	County Sheriff	Vehicle Repairs	\$1,776.10
Fremont County Assoc. of Govt.	Special Tax	Economic Development	\$15,558.45
Fremont Motor Riverton Inc	County Sheriff	Vehicle Repair	\$119.00
Grainger	County Buildings	Materials/Supplies	\$196.98
High Plains Power, Inc	County Buildings	Utility Services	\$1,452.77
Honnen Equipment	Vehicle Maintenance	Parts/Supplies	\$117.98
Jack's Saw Shop Inc	Transportation	Supplies/Equipment	\$26.60
John Deere Financial	Transportation	Materials/Supplies	\$64.99
Lander Medical Clinic PC	Detention Center	Inmate Medical	\$231.20
Lander Valley Auto Parts	Vehicle Maintenance	Parts/Supplies	\$103.46
Lawson Products, Inc	Vehicle Maintenance	Parts & Supplies	\$2,498.40
Liberty Mutual Insurance Co.	Detention Center	Notary Bonds	\$150.00
Midwest Connect	County Sheriff	Postage Supplies	\$295.00
Mountain Drivetrain	Vehicle Maintenance	Supplies/Equipment	\$289.06
NAPA Auto Parts-Riverton	Vehicle Maintenance	Parts & Supplies	\$1,845.67
Nelson Engineering	Horse Creek Road	Surveying Services	\$61.00
NMS Laboratories	County Coroner	Toxicology Services	\$1,835.00
Norco Inc	Segregated	Supplies	\$85.01
Office Shop Inc, The	Computer Services	Lease Payment	\$1,531.00
Orkin LLC	County Buildings	Pest Control Service	\$305.00
Pavillion, Town of	County Buildings	Water Utilities	\$112.50
Peterbilt of Wyoming	Vehicle Maintenance	Parts	\$105.83
Quickspace	Detention Doors Upgrade	Container Rental	\$300.00
Quill Corporation	Segregated	Office Supplies	\$364.14
R C Lock & Key	County Buildings	Materials/Supplies	\$60.05
Redacted	Health Promotions	Wellness Reimbursements	\$6,408.00
Remote Satellite Systems	Search & Rescue	Equipment	\$56.00
Riverton Ranger, Inc	Support Services	Advertising	\$1,416.25
Riverton, City of	Special Tax	Economic Development	\$31,116.90
Rockmount/Nassau	Segregated	Materials/Supplies	\$2,304.66
Rocky Mountain Power	Segregated	Utilities	\$10,635.59
Shoshoni, Town of	County Buildings	Water/Sewer	\$60.00
Sweetwater County Sheriff	Detention Center	Inmate Housing	\$4,165.00
Terrance R. Martin PC	District Court	Court Appointment	\$2,486.25
Tri-Star Detention, Inc.	Detention Doors Upgrade	Doors Install/Furnish	\$70,672.00
T-Y Excavation Inc	Transportation	Road Maintenance	\$18,996.15
Union Telephone Company	Segregated	Cellphones	\$399.13

US Foods Inc	Detention Center	Inmate Board	\$7,515.24
Verizon Wireless	Computer Services	Services	\$109.15
Wilkerson, James A, IV, MD PC	County Coroner	Autopsy	\$1,250.00
Windmill, LLC	Transportation	Supplies	\$1,844.75
Winsupply of Riverton	County Buildings	Materials/Supplies	\$26.16
WY Dept of Transportation	Inventory	Bulk Titles	\$3,907.20
WY Law Enforcement Academy	County Sheriff	Training	\$967.00
Wyoming Machinery Co	Vehicle Maintenance	Parts/Service	\$2,653.88
Wyoming Office Attorney General	24/7 Program	Fees Collected	\$6,244.00

Jennifer McCarty moved, Clarence Thomas seconded, to accept a voucher from Cloud Peak Counseling Center in the amount of \$1,625.00 for one Title 25 patient. Motion carried unanimously. Jennifer McCarty moved, Clarence Thomas seconded, to accept a voucher from Natrona County Legal Department in the amount of \$14,600.00 for April through October 2021 Title 25 patients. Motion carried unanimously.

The following items in the Signature File were addressed: 1) birthday card; and 2) Record of Proceedings. Larry Allen moved, Clarence Thomas seconded, to approve a verification letter to the Wyoming Department of Health regarding County funding for the Court Assisted Supervised Treatment program and Juvenile Treatment Court as required by their FY23 funding applications. Motion carried unanimously. Larry Allen moved, Clarence Thomas seconded, to approve an amended Memorandum of Understanding between Fremont County Government and the City of Lander for fiscal year funding of \$100,000 towards the ground ambulance service. Motion carried unanimously. A voucher for purchase of a Bobcat from Bobcat of the Big Horn Basin for a total cost of \$36,328.39 was presented. The purchase was approved the previous meeting; however, the funding source had not been finalized at that time. Larry Allen moved, Jennifer McCarty seconded, to fund the purchase with ARPA funding. Motion carried unanimously. Larry Allen moved, Clarence Thomas seconded, to approve a State of Wyoming Board of Land Commissioners Easement #9526 Post Construction Report for the Moneta/Lysite Road Improvement Project. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve a State of Wyoming Board of Land Commissioners Easement #8601 Post Construction Report for the Heritage Trail Project. Motion carried unanimously.

The following items in the Priority Mail were addressed: 1) letter of resignation from Michael Zirbel from the Fremont County Museum Board. Mike Jones moved, Jennifer McCarty seconded, to accept the resignation with regret. Motion carried unanimously. Advertisement will commence for the vacancy along with three current vacancies on the Fremont County Historic Preservation Commission. 2) Bureau of Land Management intent to prepare an Environmental Impact Statement to analyze and disclose the potential effects of amending management plans for Greater sage-grouse and sagebrush habitats on public lands. Their invitation to Fremont County to participate in the process as a cooperating agency in the National Environmental Policy Act and land use planning processes will be accepted. The Commissioners were in agreement to send a duplicate letter accepting cooperating agency status following their initial invitation in November 2021 and the County's acceptance at that time. 3) National Association of County Officers April 2022 High Performance Leadership course availability and NACo offer of \$850 scholarship to counties to bring the price from \$2,495 to \$1,645 per participant. 4) United States of America Federal Energy Regulatory Commission Notice of Preliminary Permit Application accepted for filing and soliciting comments for Great Divide Energy Park LLC to study the feasibility of the Great Divide Closed Loop Pumped Storage Hydro Project to be located near Jeffrey City (60-day comment period has begun). 5) Department of Revenue notice that the South Lander Industrial Park Special Improvement and Service District has been officially dissolved.

There was nobody present for the Public Comment period.

Chairman Travis Becker relayed a request from Vehicle Maintenance Supervisor Brad Meredith to fill a vacancy for a Mechanic in the Riverton Shop. Level one entry salary is \$50,000 and Level Two \$51,523, depending upon experience. Mike Jones moved, Larry Allen seconded, to authorize advertising and refilling the position. Motion carried unanimously.

Transportation Superintendent Billy Meeks, Financial Specialist Michelle Neuenschwander and DOWL Engineer Kasey Jones were present to discuss the Country Acres Road Reconstruction Project. As a follow up to the previous meeting discussion where approval was given for DOWL to put the project out for bid, the Commission had asked for a detailed budget for the 1% project based on Meeks' recommendation to deallocate funding for an overlay project on four roads on the Wind River Indian Reservation as the Tribe's had entered into a MOU with Fremont County to take over their maintenance. The final budget picture was explained by Neuenschwander as follows: One Percent Infrastructure Fund infusion of

\$1,700,000 (deallocation of funding for four roads on Wind River Indian Reservation) added to the already allocated \$150,000 for the project, leaving a deficit of \$79,432 that will come from the 1% fund balance for the \$1,929,432 project. The 1% overall project budget stands at \$4.7 million, minus the deficit funding of approximately \$80,000 required for this project. The project encompasses Country Acres Road from Highway 789 to North 8<sup>th</sup> West in Riverton.

Billy Meeks was scheduled to provide an update on new federal requirements, taking place February 7, 2022, requiring prospective CDL drivers to complete Entry-Level Training. Those who currently have a CDL and want to upgrade to a new class will also be required to take the training. The Commission is interested in budgetary implications this may have for the Transportation Department and Meeks stated he has been unable to secure training costs at this time. He has met with the Solid Waste Superintendent as they will face similar issues, and he is researching training a County employee who can in turn then train other employees. It was discussed that all municipalities will be faced with like challenges and that it may be a good topic for discussion at the upcoming Fremont County Association of Governments monthly meeting. Meeks will keep the Board updated on any information he receives between now and their next meeting of February 1<sup>st</sup>.

The Board adjourned as the Board of Fremont County Commissioners and convened as the District Boundary Board of Fremont County which consists of the county assessor, board of county commissioners and the county treasurer. Present was Assessor Tara Berg and Treasurer Jim Anderson. Berg stated that the annual meeting of the Board is pursuant to W.S. 21-6-203 and that she is not aware of any proposed school district changes within the County at this time. W.S. 21-6-205 further requires that a chairman and secretary be selected. Clarence Thomas moved, Jennifer McCarty seconded, to reappoint both Travis Becker as Chairman Tara Berg as Secretary of the District Boundary Board of Fremont County. Motion carried unanimously. The District Boundary Board of Fremont County adjourned and the Board of Fremont County Commissioners reconvened.

Chairman Becker acknowledged a letter from the Fremont County Museum Board regarding a donation of the Museum of the American West property adjacent to the Fremont County Pioneer Museum. The Board agreed to request a detailed plan and financial information prior to meeting with both entities on February 8<sup>th</sup>.

A Public Hearing was held at 9:45 a.m., as advertised, regarding Budget Transfers. Present was County Clerk Julie Freese and Financial Specialist Michelle Neuenschwander who reviewed the One Percent budget transfers earlier addressed for Country Acres Road. Clerk Freese proceeded to review the Cash Reserve transfers to Departments and Off Line Boards, committed as part of the budget process for SOC adjustments, totaling \$678,883. Larry Allen moved, Jennifer McCarty seconded, to approve Resolution No. 2022-04 "FY 2021-2022 Budget Amendment No. 3". Motion carried unanimously.

County Clerk Julie Freese and Financial Specialist Michelle Neuenschwander reviewed the upcoming budget process. Neuenschwander has revised the Budget packets and reviewed the changes page by page, noting color coding categories will help the final product. Clerk Freese reviewed a tentative General Fund Budget Hearing schedule, recommending the Recreation Commission come in at the beginning if they are to be awarded funding for grants as that takes a lot of time on their end for that process. She also asked if Social Services would once again be allowed to submit budgets. If so, those hearings were generally held at the beginning of the hearing process and will need to be scheduled. She noted the Revenue Committee will meet on January 31<sup>st</sup> and she would have a preliminary revenue picture at the Commission's February 1<sup>st</sup> meeting to help them decide if they will accept Social Service budgets this upcoming fiscal year. Commissioner Jones further recommended that the Solid Waste Disposal District, Weed and Pest and Wind River Visitor's Council return to review their Final Budget following their Preliminary Budget presentation to the Commissioners if significant changes have been made between the two. The Capital Outlay Request process was discussed and the Board agreed that Departments be allowed to submit their requests this time after several years of only allowing "necessary" requests. A draft Memo from the Commission to the Departments was reviewed and Freese will provide a finalized edition for review prior to sending it out with the budget packets in February.

A Work Session was held to review the proposed Legislative redistricting plan and how that would affect the Commissioner districts. Present was County Clerk Julie Freese and Deputy Margy Irvine. Present in the audience was Assessor Tara Berg, Treasurer Jim Anderson and County 10 reporter Amanda Fehring. Assessor Mapping Technician Andy Fontaine assisted with the computer presentation of the proposed four legislative districts with an overlay of the five Commission Districts. Freese stated she is pretty happy with the Commission districts as they were laid out over the proposed legislative districts for

Fremont County. The current Commission districts are within the deviation numbers required and she reviewed a spreadsheet of the current populations numbers as follows: Commissioner District 1 total 7586 (5590 Native American voting population or 74%); District 2 total 7920; District 3 total 7879, District 4 total 7945 and District 5 total 7904. Once the Legislative districts are finalized, the County can talk about the process to inform the public of the Commission districts, and changes for voters, schedule public meetings if necessary, etc.

Commissioner meeting reports were given:

Commissioner Mike Jones attended Leadership Wyoming last week that was held in Casper. He was able to ride with a police officer to see how the department copes with mental health issues. He relayed statistics of police officers, stating that a graduating class has very few numbers that continue in that line of work with the average life span of a police officer only being 57 years of age.

Chairman Travis Becker reminded fellow Commissioners that the HIPAA Compliance training must be completed on-line by January 31<sup>st</sup>.

County Clerk Julie Freese stated the dinner/meeting with legislators has been scheduled for January 31<sup>st</sup> at 4:00 p.m. in the Commission Chambers. County Elected Officials will provide the meal and a zoom meeting option will also be available.

There being no further business, Larry Allen moved, Mike Jones seconded, to adjourn the meeting at 11:15 a.m. and reconvene for a Regular Meeting at 9:00 a.m. on February 1, 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