

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
MARCH 9, 2021

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 Mike 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 March 2, 2021, as amended. Motion carried unanimously.

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

<u>Vendor Name</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
Ace Hardware-Lander	Vehicle Maintenance	Materials/Supplies	\$19.99
AlSCO Inc	County Buildings	Laundry	\$220.96
B & B Enterprises LLC	Transportation	Signs & Supplies	\$46.40
Bailey Enterprises, Inc	Inventory	Bulk Fuel	\$24,927.89
Bailey Enterprises, Inc	Transportation	Vehicle Fuel	\$24.75
Big Brothers Big Sisters of NW WY	Prevention Program	Materials & Support	\$1,875.00
Big Horn Tire, Inc	Vehicle Maintenance	Tires	\$9,021.00
Black Hills Energy	County Buildings	Utility Service	\$11,753.48
Bowdel Steven P.	Detention Center	Medical Services	\$1,875.00
Centurylink	Computer Services	Internet Services	\$23.84
Communication Technologies Inc	Support Services	Maintenance Agreement	\$2,961.87
Dowl LLC	Road Construction	County Road Engineering	\$4,085.85
Dubois Frontier, The	County Buildings	Advertising	\$52.20
Dubois Telephone Exchange	Segregated	Telephone	\$842.97
Fremont Broadcasting	Prevention Program	Advertising	\$1,669.00
Fremont Motor Riverton Inc	Vehicle Maintenance	Parts/Supplies	\$180.48
Fremont Motors - Lander	Vehicle Maintenance	Parts/Supplies	\$485.85
HDR Engineering Inc	Harris Bridge Replacement	Bridge Engineering	\$10,590.32
Illinois Office Supply	County Elections	Ballots Shipping Charge	\$2,397.12
Lander Medical Clinic PC	PHEP COVID Response	Testing	\$5,400.00
Lander, City of	County Buildings	Water & Sewer	\$2,295.90
Leonard, Anthony G.	Detention Center	Inmate Medical Services	\$687.50
NAPA Auto Parts-Riverton	Segregated	Parts/Supplies	\$2,170.14
Natl Council for Behavioral Health	Prevention Program	Trainer Training	\$4,400.00
NMS Laboratories	County Coroner	Toxicology Services	\$990.00
Norco Inc	County Buildings	Supplies	\$2,934.34
NOVO Benefits	Health Benefit Plan	Insurance Services	\$5,100.00
Office Shop Inc, The	Agriculture Department	Copy Repair/Service	\$91.09
Postmaster	County Assessor	Box Rent	\$76.00
Quill Corporation	Segregated	Office Supplies	\$525.91
R T Communications	Segregated	Telephone	\$541.68
RELX, Inc.	County Attorney	Research Subscription	\$625.00
Riverton Ranger, Inc	Support Services	Advertising	\$2,353.33
Sutherland Lumber Co.	Transportation	Supplies/Materials	\$382.77
Thos. Y. Pickett & Co Inc	County Assessor	Industrial Valuation Contract	\$25,145.00
Traveling Computers	Computer Services	Computer Supplies, Services	\$1,085.20
U.S. Identification Manual	Prevention Program	ID Checking Guide	\$252.00
Western Printing, Inc	County Elections	Printed Envelopes	\$308.75
Whiting Law, P.C.	District Court	Professional Services	\$1,657.50
Wyoming Machinery Co	Capital Asset Acquisitions	Motor Grader	\$274,211.91

County Commissioner Minutes
March 9, 2021

Wyoming Waste Systems	County Buildings	Services	\$2,795.66
Wyonet Inc.	Computer Services	Telephone Service	\$3,231.07

The following items in the Signature File were reviewed: 1) Liquor licenses for renewal County Retail Liquor License applications; and 2) Record of Proceedings.

The following items in the Priority Mail were reviewed: 1) letters from organizations receiving Charitable Relief Program funds detailing how monies were spent.

Commissioner meeting reports were given:

Commissioner Clarence Thomas continues to work with the Wind River Inter-Tribal Council to set up a meeting date to continue discussion on their request to take four roads into the tribal road inventory.

Vice-Chairman Larry Allen has had numerous phone calls with entities interested in submitting an RFP for the Fremont County Emergency Medical Services. He will be taking one entity on a tour of Fremont County later in the week. The upcoming April 1, 2021 retirement of Emergency Management Coordinator Kathi Metzler was discussed. It was determined to begin advertising for the vacancy for two weeks at a salary of \$60,000.

Commissioner Jennifer McCarty attended the recent Elected Officials/Department Heads monthly meeting where a presentation on FMLA was held.

Chairman Travis Becker participated in a Wyoming County Commissioners Association conference call yesterday to review legislation under consideration. The ½ % Committee held their first meeting the previous week and will meet again this week to finalize an application. He felt that applications would be taken in July with Committee review and presentation to the Commissioners in August.

Chief Civil Deputy Jodi Darrough and Executive Health Insurance Committee member Margy Irvine (both appearing via Zoom) discussed the updated MASA Medical Transport Solutions documents. Negotiations had taken place the previous week based on discussion held with Sales Manager Gary Robson during the March 2, 2021 meeting. Larry Allen moved, Clarence Thomas seconded, to approve the MASA Member Services Agreement for Emergent Plus Membership. Motion carried unanimously. Larry Allen moved, Mike Jones seconded, to approve the Addendum to Member Services Agreement between Fremont County and Medical Air Services Association, Inc. Motion carried unanimously. Larry Allen moved, Clarence Thomas seconded, to approve a Business Associate Contract between Fremont County and MASA Medical Transport Solutions. Motion carried unanimously. Larry Allen moved, Clarence Thomas seconded, to approve a MASA Employer Benefit Agreement setting rates the first year of \$160.00 and the second year of \$228.00. Motion carried unanimously. The Commissioners agreed to pay the annual Emergent Plan rate for each employee with funding through the Fremont County Health Benefit Plan. The rate is an increase of the previous year's premiums of \$99.00/employee. Robson was requested to send notice of renewal to employees who upgraded to the Platinum plan, letting them know when their contract is up and when they need to renew.

A Public Hearing was held at 9:25 a.m., as advertised, regarding Unanticipated Revenues. County Clerk Julie Freese and Financial Specialist Michelle Neuenschwander were present. Larry Allen moved, Jennifer McCarty seconded, to approve Resolution No. 2020-10 "FY 2020-2021 Budget Amendment No. 10". Motion carried unanimously.

County Coroner Mark Stratmoen presented a monthly report. The number of cases for January and February totaled 23, as compared to 19 in 2020. Case numbers are up slightly with accidental deaths at 8 (2020 was 3). Also the traffic fatalities total three, compared to 2020 which was 0 until April. There has been one suicide for this time period, while by this time in 2020 there were three. Total expenditures are still below expectations for this fiscal period. There was one natural death Coroner case in January that was COVID-19 related, but some cases are still pending investigation. Generally, State numbers for infections and hospitalizations are trending down, so the same should be expected for related Coroner cases. General discussion was held regarding his budget, and Stratmoen felt the in-house autopsies help in this area. The forensic pathologist is also a good resource on whether or not an autopsy is needed or not. Both Coroner deputies assist with the autopsies. The Coroner's Association continue to watch legislative bills.

SageWest Health Care CEO John Ferrelli and CFO Jennifer Hamilton were present to continue discussion on their 2020 property taxes, specifically the various accounts that are to be considered for the Indigent Care write off. Chief Civil Deputy Attorney Jodi Darrough participated via Zoom. The latest spreadsheet provided by Assessor Tara Berg list six properties in Riverton and three in Lander, for a total tax amount of \$253,671.21. The Agreement to Provide Medical Services to Indigent County Residents, dated December 4, 1981, was referenced in the discussion and Darrough referenced the statement "the County shall pay 75% of the hospital costs for indigent care, not to exceed the ad valorem property tax assessed by the County against Lessee's taxable properties for such County tax year". Two of the properties are for the hospitals themselves, while the other properties are owned by other entities. The Commissioners felt that additional information must be secured on the other property ownerships and Ferrari will provide contact information to Darrough who will work with them directly.

Building Maintenance Supervisor J.R. Oakley updated the Board on a recent vacancy for a custodial position in the Courthouse. Due to medical conditions, the employee has not been able to work for the last month. Due to the light winter and the Court portion of the Courthouse being closed to the public, they have been able to cover the position with existing staff. However, things will be changing and getting busier in this area as trials are scheduled. Jennifer McCarty moved, Clarence Thomas seconded, to approve replacing the full-time position at a salary of \$27,400. Voting against the motion: Mike Jones. Motion carried. In other business, the Commissioners stated the Governor has issued new orders to remove the mask mandate effective March 15, 2021. Oakley will meet with the various departments to see if they require any action on his part; but stated the plexi glass dividers are permanent fixtures.

AMR Regional Director Matt Strauss briefly joined the meeting to hand deliver a letter from Vice President of Operations Jared Sherman stating that AMR will not be submitting an RFP seeking renewal of the Fremont County Emergency Management Services. Strauss stated the Contract as written is not sustainable and proceeded to state the company wanted "to engage in good-faith discussions to negotiate a more financially sustainable contract that will secure continued ground ambulance services for the community."

County Clerk Julie Freese and Treasurer Jim Anderson (Zoom) reviewed the status of the annual audit. Anderson stated the exit conference call with them will be scheduled later in the month. After that occurs, the auditors will be ready to make their presentation to the Commission.

Fremont County Interim Library Director Anita Marple was present and joined by Board members Loren Jost and Perry Cook (via Zoom) to review an earlier presented handout detailing several changes, all of which are intertwined. The first is to hire a Library Director at a base salary of \$49,025. During the past 14 months, the Library system has functioned with an Interim Director sharing responsibilities initially with two other Library Managers, one of which has resigned. The Library Board chose not to fill the Director position in FY 2020/2021 due to budget constraints. The Library Board has recently approved a restructuring plan which combines the Library Director and Lander Branch Manager positions with an approved starting base salary of \$49,025, which will be additional compensation of \$2,080 for March-June and the increase is offset by the decrease in compensation for the Facilities Supervisor position. The Board named Anita Marple to the position. The second restructure change is to create an Assistant Library Director position, combining the Riverton and Dubois Branch Manager positions and a selection of administrative duties delegated by the Library Director, and that Shari Haskins be named to the position. During the remaining months of March-June, this will result in an additional \$790 for the wage increase of \$1.41/hour. The third request is to rehire a Lander staff position. A resignation has provided an opportunity to adjust staffing to reduce salaries and benefits budget but retain the total number of staff hours. The vacancy is a Lead Librarian in the Young Adult Department and plans are to shift the Lead Librarian position to the Adult Department, creating an unfilled full-time Library Assistant II position which will be changed to a 34 hour/week part-time benefitted Library Assistant I or II position (depending on new hire experience) and add the remaining six hours to a current part-time employee. The budget impact will be a total reduction in base salaries for April-June of \$1,432. Jost stated the changes reflect the Library System's commitment to streamline the budget during difficult economic times while maintaining a high level of service to the community. Chairman Becker stated his concern that the Library Board did not seek approval from the Commission prior to implementing the plan, which is a process issue. Jost stated the process may have been out of order and he apologized and stated several Board members are new. A major reason for reinstating the Director position is that it is required in order for Marple to be eligible for State training. Mike Jones moved, Clarence Thomas seconded, to approve the plan presented by the Library Board. Voting against the motion: Travis Becker. Motion carried.

Fremont County Wellness Coordinator Penny Fahey thanked the Board for renewing her contract for the upcoming fiscal year at their meeting of March 2nd and stated she is excited to continue for another year. She further thanked them for approving the contract with Wyoming Health Fairs and she will be getting flyers and registration information out in the near future. Last year due to COVID, the decision was made to move the Premium Reduction Form registration from spring to fall, with a January effective date. She stated this worked very well and asked that the fall registration date be continued. Larry Allen moved, Jennifer McCarty seconded, to approve fall registration for the Premium Reduction Program for 2021 with an effective date of January 2022. Motion carried unanimously. She will return in May to provide a full report of the Wellness Program.

UW CES Associate Director Bridger Feuz and Fremont County Extension Educator Chance Marshall provided a six-month update since restructuring occurred. In that time frame, Marshall has been sharing monthly program updates for the Board's information. He reviewed 4-H enrollment goals and agreed with the Commissioners' on finding new ways to get the word out on the availability of all projects, not just ag related ones. He reported there are three new 4-H clubs and Shooting Sports has 11 new volunteers. Feuz stated a formal review process is taking place and the Commissioners will be reviewing a letter from the UW CES Director in the near future requesting their input and chance to evaluate program areas in Fremont County. He further expressed appreciation for the continued working relationship as cooperating partners.

Jennifer McCarty moved, Clarence Thomas seconded, to adjourn into Executive Session with Chief Civil Deputy Jodi Darrough regarding legal advice. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to return to Regular Session. Motion carried unanimously.

Vice-Chairman Larry Allen suggested the RFP deadline for the Fremont County Emergency Ambulance Service for ground ambulance services be extended from the deadline of March 19, 2021. Larry Allen moved, Jennifer McCarty seconded, to extend the deadline until April 15, 2021. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomas seconded, to adjourn the meeting at 11:35 a.m. and reconvene for a Regular Meeting on March 23, 2021. 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