

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
APRIL 7, 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, Clarence Thomas and Michael Jones. (Commissioners Allen and Thomas and Chief Civil Deputy Attorney Jodi Darrough attended via GoToMeeting). Fremont County Clerk Julie A. Freese was present. Due to the Commissioner's March 16, 2020 declaration that all County Offices are to be closed to the public due to the COVID-19 crisis, all non-county agenda presenters were required to participate via the virtual site. The March 24, 2020 Regular Meeting had been cancelled as a result of COVID-19.

Jennifer McCarty moved, Mike Jones seconded, to approve the agenda. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to approve the minutes of the Regular Meeting held on March 10, 2020. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to accept the bills for payment. Abstaining from the motion was Chairman Travis Becker. Motion carried.

<u>Name</u>	<u>Department</u>	<u>Description</u>	<u>Total Cost</u>
2 M Construction Inc	Transportation	Gravel Haul	\$81.77
A & I Distributors	Vehicle Maintenance	Oil/Fluids	\$3,278.85
Ace Hardware Lander	Segregated	Materials/Supplies	\$189.40
Ace Hardware Riverton	County Buildings	Materials/Supplies	\$45.16
Adams Stouffer, Wanda G	District Court	Jury Duty	\$54.00
Adams, Scott E	District Court	Jury Duty	\$98.40
Airgas USA LLC	Vehicle Maintenance	Supplies	\$221.31
Albus, Michelle C	District Court	Jury Duty	\$30.00
Allied Interstate LLC	Payroll	Garnishments	\$409.17
AlSCO Inc	Segregated	Laundry	\$207.04
American Family & Life Ins.	Segregated	Insurance	\$7,839.01
Amerigas	County Buildings	Propane	\$238.13
Amerigas Propane LP	County Buildings	Propane	\$472.93
Arcasearch Corporation	County Clerk	Annual Support	\$4,861.00
Archer, Marvin M	District Court	Jury Duty	\$54.00
Bailey Enterprises, Inc	Inventory	Fuel	\$24,159.61
Baker, Jamie L	District Court	Jury Duty	\$176.00
Baldes, Aaron N	District Court	Jury Duty	\$50.80
Baldwin Creek Rental Center	Operation Safeguard	Generator Rental	\$200.00
Bank of the West	Segregated	Credit Card Charges	\$3,568.79
Bank of the West Acct Analysis	Investment Pool	Bank Charges	\$82.86
Barnes, Richard E	District Court	Jury Duty	\$34.00
Bass, Jason D	District Court	Jury Duty	\$66.00
Becker, Josiah	Fremont County WIC	Reimburse Expense	\$115.00
Becker, Shai M.	County Attorney	Witness Fees	\$53.20
Black Hills Energy	Segregated	Utilities	\$9,955.60
Bloedorn Lumber Lander	Segregated	Materials/Supplies	\$219.07
Bloedorn Lumber Riverton	County Buildings	Materials/Supplies	\$3.49
Blue Cross Blue Shield of WY	Co Admin	Health Ins Claims	\$485,253.39
Bob Barker Company, Inc	Detention Center	Inmate Supplies	\$159.31
Born, Tomi L	District Court	Jury Duty	\$51.60
Breadboard, The	District Court	Jury Meals	\$269.85
Brown, Emanuel A	District Court	Jury Duty	\$58.80
Burr, Tami Jo	District Court	Jury Duty	\$78.00
Carquest Auto Parts	Vehicle Maintenance	Parts/Supplies	\$5.51
Carrillo, Chemo A	County Attorney	Witness Fees	\$53.20
Carroll Septic Service	Transportation	Services	\$150.00
Caselle, Inc	Computer Services	Source Code Escrow	\$200.00
CenturyLink	Segregated	Telephone	\$2,137.17
Chancellor, Denise A	District Court	Jury Duty	\$50.00
Charter Communications	Segregated	Internet Services	\$599.12
Chavez, Autumn	District Court	Jury Duty	\$51.20

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Child Support Services/ORS	Payroll	Child Support	\$564.00
Clarke, Charles R	District Court	Jury Duty	\$30.00
Clifford, Gregory P. MD PC	Detention Center	Inmate Medical	\$10,272.00
Cloud Peak Counseling Center	Health & Welfare	Title 25	\$650.00
CNA Surety	Clerk of District Court	Bond	\$100.00
Colonial Life & Accident Ins	Segregated	Insurance	\$165.22
Communication Technologies Inc	Support Services	Maintenance Agreement/Repairs	\$3,479.58
Cook, Kylie M	District Court	Jury Duty	\$51.60
Coulson, Heidi L	District Court	Jury Duty	\$54.00
Coulson, Paulette J	District Court	Jury Duty	\$56.40
Cowart, Deyo D	District Court	Jury Duty	\$42.00
Cowboy Chemical Inc	Detention Center	Inmate Laundry/Kitchen Supply	\$561.20
Crawford, Coree Leigh	District Court	Jury Duty	\$216.00
Crum Electric Co Inc	County Buildings	Supplies	\$74.97
Cunningham, Erin E	District Court	Jury Duty	\$51.60
Daniells, Debbie T	District Court	Jury Duty	\$344.00
Davis, Justin O	District Court	Jury Duty	\$70.00
Davison, Karen J	District Court	Jury Duty	\$139.20
DeGraw, Larry R	County Sheriff	Bailiff Duties	\$757.50
Dubois Telephone Exchange	Segregated	Telephone/Lease	\$1,240.60
Eagle Uniform & Supply Co	Vehicle Maintenance	Laundry Services	\$74.89
Edwards Communications	Prevention Program	Advertising	\$1,359.21
Electrical Dynamics, Inc	Operation Safeguard	Transfer Switch	\$7,739.59
Ellison, Michael Ray	District Court	Jury Duty	\$50.00
Essman, Carl W	District Court	Jury Duty	\$200.00
Extra Packaging LLC	Operation Safeguard	Disaster Body Bags	\$4,871.85
Farrar, Nichole W	District Court	Jury Duty	\$56.40
Fawson, Clayton	District Court	Jury Duty	\$120.00
Floyd's Truck Center WY/Jack's Truck	Vehicle Maintenance	Parts	\$1,155.87
Forbis, Kevin	Transportation	Reimburse Expenses	\$152.24
Franzen,Lori	District Court	Jury Duty	\$70.80
Freese, Julie	Segregated	Reimburse Expenses	\$500.75
Fremont Broadcasting	Prevention Program	Advertising	\$950.00
Fremont Chevrolet GMC	Vehicle Maintenance	Parts/Supplies	\$205.41
Fremont County School District #25	Youth Services	Program Meals	\$215.15
Fremont County Solid Waste	County Buildings	Dump Fees	\$22.00
Fremont County Treasurer	Co Admin	Health Insurance	\$329,898.00
Fremont County Treasurer	Co Admin	Withholding/FICA	\$202,846.40
Fremont County Treasurer	Co Admin	Section 125 Benefits	\$42,142.77
Fremont Motors Lander	Vehicle Maintenance	Parts/Supplies	\$157.13
Fremont Orthopaedics PC	Detention Center	Inmate Medical	\$654.00
Gabel, Christy	District Court	Jury Duty	\$34.00
Galt, Matt	District Court	Jury Duty	\$54.00
Garcia, Chace	District Court	Jury Duty	\$50.80
Gee, Brian	Segregated	County Health Officer	\$1,400.00
Grainger	Segregated	Materials/Supplies	\$1,508.76
Great West Trust	Segregated	Wyoming Benefits	\$7,190.00
Green, Derrick	District Court	Jury Duty	\$176.00
Greenwood Mapping Inc	County Assessor	Mapserver Layer Addition	\$1,162.50
Groomsmith, Tauna	Prevention Program	Reimburse Expenses	\$215.72
Gustin, Gerald	District Court	Jury Duty	\$30.00
Hague, Mike R	County Attorney	Witness	\$173.20
Hammack, Dode	District Court	Jury Duty	\$32.40
Hampton, James H	District Court	Jury Duty	\$196.80
Hansen, Colter	District Court	Jury Duty	\$61.20
Hanson, Brynn E	District Court	Jury Duty	\$58.00
Hatle, Gary L	District Court	Jury Duty	\$50.00
Healthsmart Benefit Solutions	Segregated	Insurance	\$1,008.00
High Plains Power, Inc	Segregated	Utilities	\$1,668.98
Hilyard, Shannon	County Attorney	Reimburse Expenses	\$46.40
Huff Sanitation LLC	County Buildings	Services	\$300.00
Hutchison, Sarah A	District Court	Jury Duty	\$54.00
Iiams, Field	District Court	Jury Duty	\$34.00
Ingwerson, Joel K	District Court	Jury Duty	\$46.00
Irrgang, Mary Lee	District Court	Jury Duty	\$30.00
Jamerman, Katelin	District Court	Jury Duty	\$53.60

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John Deere Financial	Transportation	Materials/Supplies	\$79.99
Johnson, Jerome A	District Court	Jury Duty	\$60.00
Jones, Michael	County Commission	Reimburse Expenses	\$138.00
Kalbach, Kelby Lee	District Court	Jury Duty	\$54.00
Keith, Charles R	District Court	Jury Duty	\$30.00
Kerr, Barbara K	District Court	Jury Duty	\$120.00
Kisling, Lisa	Public Defender	Office Rent	\$450.00
Klassen, Michael D	County Buildings	Reimburse Expenses	\$423.18
Kone Inc	Segregated	Elevator Maintenance	\$1,255.08
Kreagen, Susan	District Court	Jury Duty	\$40.00
Laboratory Corporation of America	Detention Center	Inmate Medical	\$126.00
Lander Valley Auto Parts	Vehicle Maintenance	Parts/Supplies	\$42.02
Lander, City of	Segregated	Water/Sewer	\$2,568.49
Lane, David B	District Court	Jury Duty	\$84.00
Lawson Products, Inc	Vehicle Maintenance	Parts/Supplies	\$315.76
Lazzari, Bailey	Public Defender	Office Rent	\$450.00
LeClair, Mitch M.	District Court	Jury Duty	\$66.00
Leonard, Anthony G.	Detention Center	Inmate Medical Services	\$1,687.50
Linck, Grant C	District Court	Jury Duty	\$48.40
Logue, Michael M	District Court	Jury Duty	\$30.00
Lopez, Darlene	Attorney Victim Services	Reimburse Expenses	\$28.00
Martin, Elizabeth	District Court	Jury Duty	\$46.80
Martinez Watson, Andrea D	District Court	Jury Duty	\$50.00
McCarty, Jennifer	County Commission	Reimburse Expenses	\$206.70
McCauley, Lisa	District Court	Jury Duty	\$120.00
McGowan, Denise K	District Court	Jury Duty	\$30.00
McIntyre, David D.	District Court	Jury Duty	\$58.00
McKenzie, Marla Jo	District Court	Jury Duty	\$228.80
Meredith, Tamera Marie	District Court	Jury Duty	\$49.20
Midwest Connect	County Attorney	Postage Machine Supplies	\$510.50
Miller, Margaret	District Court	GAL Office Rent Monthly	\$150.00
Monroe, McKenzie D	District Court	Jury Duty	\$50.00
Moore, Chris D	District Court	Jury Duty	\$60.00
Moore, Christy L.	Detention Center	Uniform Repairs	\$130.50
Moore, Sherry	District Court	Jury Duty	\$58.00
Morrison, Kenneth Lee	District Court	Jury Duty	\$52.40
Morrow, Jennifer	District Court	Jury Duty	\$212.80
Moss, Brian	District Court	Jury Duty	\$43.20
Mr D's Food Center Inc	Segregated	Supplies	\$421.78
Murty, Suresh A	District Court	Jury Duty	\$34.00
National Business Systems Inc	County Treasurer	Postcards	\$2,000.00
Natrona County Circuit Court	Segregated	Garnishments	\$139.79
Natrona County Sheriff	Detention Center	Inmate Housing	\$13,845.00
Ness, Brandon A	District Court	Jury Duty	\$50.80
New York Life Insurance	Segregated	Insurance	\$133.11
Newman Traffic Signs	Transportation	Signs	\$5,757.00
Newman, Riley J	District Court	Jury Duty	\$30.00
Niemann Archambault, Heather M	District Court	Jury Duty	\$124.00
NMS Laboratories	County Coroner	Toxicology Services	\$1,048.00
Nolan, Paige	District Court	Jury Duty	\$58.00
Norco Inc	Segregated	Supplies	\$6,981.73
North Park Transportation Co.	Transportation	Freight Return Signs	\$190.85
Northern Arapaho Child Support	Payroll	Child Support	\$598.78
Novo Benefits	Health Benefit Plan	Insurance Services	\$4,961.51
Office Shop Inc, The	Segregated	Printer/Copier	\$8,475.75
O'Reilly Automotive Inc	County Buildings Detention	Parts/Supplies	\$12.99
Orion Healthcare Tech. Inc	Segregated	Accucare Contract	\$2,808.00
Osorio, Edgar A	District Court	Jury Duty	\$50.80
Otto, Robin	District Court	Jury Duty	\$69.60
Page's Muffler Shop	Vehicle Maintenance	Repair/Service	\$14.00
Palace Pharmacy	Detention Center	Inmate Rx's	\$5,924.94
Parmely, Charles A.	District Court	Jury Duty	\$80.80
Pavillion, Town of	County Buildings	Water Utilities	\$112.50
Paws for Life	County Sheriff	Animal Boarding	\$315.00
Perkins, Mark A	District Court	Jury Duty	\$62.00
Peterbilt of Wyoming	Vehicle Maintenance	Parts	\$402.29

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Pierre, Tessa	District Court	Jury Duty	\$42.80
Poledna, Cary B	District Court	Jury Duty	\$30.00
Post and Associates	Detention Center	Psych Exams	\$400.00
Post, Raymond	County Sheriff	Car Wash	\$28.57
Postmaster	County Assessor	Box Rent	\$76.00
Precision Outdoor Power	Vehicle Maintenance	Parts/Repairs	\$37.95
Print Shop,The	Segregated	Labels/Copies	\$394.99
Pryor, Austin	District Court	Jury Duty	\$120.00
Quadient Inc/ Formerly Neopost	Support Services	Postage Machine Meter	\$288.04
Quadient Leasing USA Inc	County Attorney	Meter Lease	\$266.52
Quality Tire Company	Vehicle Maintenance	Fleet Tires	\$1,860.80
Quick Set Auto Glass	Vehicle Maintenance	Windshields/Repairs	\$1,460.00
Quill Corporation	Segregated	Office Supplies	\$348.64
R T Communications	Segregated	Telephone	\$537.63
Ratliff, Frank A.	District Court	Jury Duty	\$30.00
Reed's Moghaun Office Supply	Segregated	Office Supplies	\$441.59
Reeves Johnson, Jenny C	District Court	Jury Duty	\$60.00
Reinig, Brooke A	District Court	Jury Duty	\$54.00
Richardson,Mary E.	District Court	Jury Duty	\$58.00
Riverton Physician Practices LLC	Segregated	Inmate Medical/Testing	\$1,577.00
Riverton Ranger, Inc	Emergency Management	Advertising	\$827.56
Riverton, City of	County Buildings	Water/Sewer	\$886.82
Robillard, Elise Marie	District Court	Jury Duty	\$30.00
Rock Creek Sewer & Drain	County Buildings	Maintenance	\$190.00
Rocky Mountain Infectious Diseases	Detention Center	Inmate Medical	\$226.00
Rocky Mountain Power	Segregated	Utilities	\$11,290.47
Rosenthal, Shane D	District Court	Jury Duty	\$54.00
Rossi, Leroy	Vehicle Maintenance	Reimburse Expenses	\$109.19
Ruehl, Michael R	District Court	Jury Duty	\$30.00
Russell, Justina M	District Court	Jury Duty	\$30.00
Sagewest Health Care	Segregated	Testing/Inmate Medical	\$44,148.17
Sanchez, Jush U	District Court	Jury Duty	\$30.00
Schatza, Rebecca D	District Court	Jury Duty	\$54.00
School Specialty, Inc.	Segregated	Office Supplies	\$91.15
Schucker, Ethlyn	District Court	Jury Duty	\$120.00
Segregated	Health Promotion	Reimbursement	\$200.00
Shaw, Tabitha Marie	District Court	Jury Duty	\$35.60
Sherwin Williams Paint Co	County Buildings	Paint/Supplies	\$173.51
Shirts & More Inc	Segregated	Signs/Decals	\$159.00
Shoshoni, Town of	County Buildings	Water/Sewer	\$54.00
Simpson, Joseph M	District Court	Jury Duty	\$60.00
Six Robblees' Inc	Vehicle Maintenance	Parts	\$407.13
Skinner, Jared R	District Court	Jury Duty	\$49.20
Soule, Sierra	District Court	GAL Office Rent	\$150.00
Spear, Ann E	District Court	Jury Duty	\$58.00
Spillman, William K	District Court	Jury Duty	\$42.00
Spoonhunter, Leslie	Fremont County WIC	Reimburse Expenses	\$6.95
State Disbursement Unit	Payroll	Child Support	\$1,066.25
State of North Dakota	Public Health	Testing	\$55.00
State of Wyoming, Public Defenders Offc	Public Defender	County Supplement/Office Rent	\$114,052.49
Stephens, Susan A	District Court	Jury Duty	\$55.60
Stoudt, Sally A.	Youth Services	Program Reimbursement	\$31.60
Stroupe Pest Control Inc	County Buildings	Pest Control	\$200.00
Sutherland Lumber Co.	County Buildings	Supplies/Materials	\$617.98
Swa, Sandra R	District Court	Jury Duty	\$56.00
Sweetwater Aire LLC	County Buildings	Parts/Repairs	\$788.90
Sweetwater County Sheriff	Detention Center	Inmate Housing/Medical	\$12,741.68
Swift, Ann P.	District Court	Jury Duty	\$60.00
Sylvestri Customization	Prevention Program	Graphic Design/Social Media	\$600.00
T Y Excavation Inc	Transportation	Road Maintenance	\$17,780.00
Terrance R. Martin PC	Public Defender	Office Rent	\$450.00
Total Net Salaries	Segregated	Salaries	\$653,999.56
Transmetron Inc	Detention Center	Drug Test Kits	\$499.04
Traveling Computers	Computer Services	Computer Supplies/Services	\$400.50
Turner, Michael P	District Court	Jury Duty	\$52.40
Tweed's Wholesale Co	Segregated	Supplies/Inmate Board	\$281.30

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U.S. Identification Manual	County Clerk	Manual Updates	\$82.50
Underwood, Joseph	District Court	Jury Duty	\$156.80
Union Telephone Company	Segregated	Cellphones	\$629.93
Valley Lumber & Supply Co Inc	Segregated	Materials/Supplies	\$244.03
Verizon Wireless	Segregated	Cellphones	\$900.49
WCTA	County Treasurer	Dues	\$200.00
West Payment Center	District Court	Library Plan	\$73.22
Western Printing, Inc	Segregated	Envelopes/Warrants	\$2,290.51
Whitaker, Jasper R	District Court	Jury Duty	\$52.40
Wilkerson, James A, IV, MD PC	County Coroner	Autopsy	\$1,250.00
Wilkinson, Douglas R.	District Court	Jury Duty	\$104.00
Willcox, Sam E	District Court	Jury Duty	\$54.00
Willenbrecht, Mark E	District Court	Jury Duty	\$30.00
Wind River Heart Clinic	Detention Center	Inmate Medical	\$368.00
Wind River Radiology PC	Detention Center	Inmate Medical	\$439.00
Wind River Vet Service	County Sheriff	Dog Boarding	\$240.00
Woodruff, James S	District Court	Jury Duty	\$60.00
Woody, Wendy Rose	District Court	Jury Duty	\$30.00
WY Dept of Transportation	Vehicle Maintenance	Transfer County Plates	\$8.00
WY Public Health Laboratory	Segregated	Lab Fees/Drug Testing	\$204.00
WY SDU	Payroll	Child Support	\$984.00
Wyo Child Support Enforcement	Segregated	Child Support	\$806.00
Wyo Dept of Workforce Services	Co Admin	Workers Comp	\$16,783.84
Wyoming Coroner's Association	County Coroner	Dues	\$175.00
Wyoming Dept of Transportation	Segregated	Fuel	\$1,826.31
Wyoming Financial Insurance	County Clerk	Notary Bond	\$50.00
Wyoming Machinery Co	Vehicle Maintenance	Parts/Service	\$6,082.57
Wyoming Office Attorney General	24/7 Program	Program Fees	\$5,700.00
Wyoming Retirement System	Co Admin	Contributions	\$151,677.44
Wyoming Supreme Court	District Court	Salary Reimbursement	\$6,742.00
Wyoming.com	Segregated	Internet	\$1,074.12
Youngchief, Belle	District Court	Jury Duty	\$48.40

Jennifer McCarty moved, Mike Jones seconded, to accept a voucher from Wyoming Behavioral Institute in the amount of \$2,262.00 for one Title 25 patient. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Abatement Summary cover page; and 2) Record of Proceedings. Jennifer McCarty moved, Mike Jones seconded, to accept the resignation of Janet Hulbert-Young from the Fremont County Planning Commission and to approve the letter of appreciation for 20 years of service. Motion carried unanimously. Chairman Becker informed the Board that he had recently received a letter of resignation via e-mail from Sherry Moore from the Commission as well. Jennifer McCarty moved, Mike Jones seconded, to accept the resignation of Sherry Moore from the Fremont County Historic Preservation Commission. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to accept the Audit Committee's recommendation to engage Carver, Florek & James, CPA's, to perform the County's audit for Fiscal Year 2020. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve Official Bond and Oaths for Jeffrey City Water & Sewer District Chairman Rex J. Kelson, Treasurer Rebecca Ruth Darnell, and Commissioners Phillip R. Moody and Edward L. Metcalf. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve an Application/Permit to Construct Access Driveway submitted by Becky Walters for Delfelder Road. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a License for New Construction of Utility Crossing or Encroachment from High Plains Power, Inc. for an underground electrical distribution line on Eight Mile Road. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve Amendment Number One to the Memorandum of Understanding between the Ninth Judicial District of the State of Wyoming, and the Government of Fremont County, which updates the total payment for the District Court Administrator by the County. Motion carried unanimously.

Building Maintenance Supervisor J.R. Oakley informed the Board of an impending vacancy for a Facility Manager Technician position at the Fremont County Detention Center. The Commission asked if he could either downsize his department or move staff from other areas to this position and not refill the position, to which Oakley stated he could not as this is a critical position for the Detention Center. He stated he has made do with current staff other than the approval for one position when the Fremont County Detention Center was built in 2015. Larry Allen moved, Clarence Thomas seconded, to authorize advertising the vacancy for a Facility Manager Technician, with a salary range of \$31,000 to \$35,000. Motion carried unanimously.

A Public Hearing was held at 9:20 a.m., as advertised, regarding Unanticipated Revenues and Budget Transfers within Fremont County's FY 2019-20 budget. County Clerk Julie Freese and Financial Assistant Joe Felix reviewed the advertised information that included grant funding for Public Health for COVID-19 expenses in the amount of \$100,000 and a Cash Reserve transfer to set up a COVID-19 budget. Jennifer McCarty moved, Mike Jones seconded, to approve Resolution No. 2020-07, Budget Amendment No. 4. Motion carried unanimously. County Clerk Julie Freese stated that to date, approximately \$36,000 has been expended for COVID-19 related expenses and the separate budget will be helpful for expense tracking purposes in the event any reimbursement will be available in the future.

Fremont County Sales Tax for Economic Development Committee members Gary Michaud, Kevin Kershisnik and RaJean Strube-Fossen were present via speaker phone to review the actions taken by the Committee since their last meeting with the Commission in January as follows: Riverton and Lander legal counsel reviewed and updated the ballot and resolution language, 2/3 of Municipalities have approved a Resolution requesting a one-half percent sales and user tax for economic development be placed on the 2020 Primary Ballot; Specific county economic development projects have been identified and will be narrowed down for advertising to the public; and Memorandum of Understanding between County and Municipalities for the management of these funds has begun. Economic development projects ideas for Riverton and Fremont County were reviewed: Commercial air and bus service, matching funds for State and Federal grants, COVID-19 business assistance, County Museums, County Libraries, Airport Road, Recreation, Outdoor and Healthcare industries. Vice-Chairman Larry Allen cited Sales Tax amounts presented in the January presentation per FY 19 Wyoming Department of Revenue for cities and county that indicated \$6.4 million based on the existing 1 cent county sales tax and the availability of \$3.2 million if this one-half cent tax had been in place also last year, and further asked the Mayors what they would do if both the 1 percent and proposed ½ percent initiatives were to fail. Riverton Mayor Gard felt the citizens have been satisfied that the current 1 percent tax for infrastructure has been spent extremely well and he felt would pass again by a large margin in the upcoming General election, and stated the ½ percent proposition is proposed for the primary ballot so as not to create confusion to the voters between the two taxes. Allen agreed the infrastructure monies have been used as proposed, but stated that with the economy today, again asked what the mayors were prepared to do if both fail. He further stated that if the ½ percent tax were to pass, funding would not be available until mid-2021 at the very earliest. Lander Mayor Assistant RaJean Fossen reviewed the City of Lander's spending plan which has been put in place and stated they have not overspent the 1 percent tax and have money available for current planned projects in that fund. Commissioner Thomas also stated the fact the citizens may be confused and overwhelmed by two tax initiatives in the same election year. He further felt there is confusion on what the new ½ percent tax would be used for and he felt only the proponents of the tax know and this is time for publication, communication and education before placing the proposition on the ballot. Commissioner Mike Jones stated the statutory process is for the Mayors to have approval by 2/3 of the municipalities before coming to the Commission for their vote on whether or not to place the proposition on the ballot. He felt the timing was poor in lieu of the present economy where citizens are struggling to make ends meet. He recommended that the legislature weigh in during their upcoming special session. Commissioner Jennifer McCarty echoed fellow Commission concerns and reiterated that the economic development projects were not clear for the ½ percent tax and further expressed concern this is even being considered and that asking citizens to approve the 1 percent tax again for infrastructure is enough for them to handle. Shoshoni Mayor Joel Highsmith disagreed with the Commission comments and felt it is an excellent time to have a vote on the proposition for a ½ cent tax for economic development projects. He cited the need for medical care in Shoshoni and he felt the new tax would help the municipalities help themselves and asked the Commission to approve the proposition to be allowed on the Primary ballot and let the citizens decide. Gary Michaud stated the importance of placing the proposed ½ percent tax proposition on the Primary ballot as the 1 cent renewal tax for infrastructure would be on the General Ballot. He stated that if the ½ percent tax were to pass, their plans will be to meet with lending institutions to begin assistance for economic development projects. He stated the citizens of Fremont County are looking at the Commissioners for leadership. Chairman Becker stated the County Commission, along with other Fremont County Elected Officials, represent the citizens to the best of their ability and are very sincere in their duties. He stated that if the Commission does not approve the ballot proposition, the Committee can use the other statutory authority to use the petition process of getting signatures by a certain percentage of the qualified electors (726). Chairman Becker asked fellow Commissioners if there was a vote to move forward with placing a ½ percent tax initiative on the Primary 2020 ballot for economic development projects. There was no action made to do so.

A Public Hearing was held at 10:00 a.m., as advertised, for a new Restaurant Liquor License submitted by Bug Doc LLC d/b/a Lovey's Lunchbox. The hearing was postponed from the March 24th meeting which was

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cancelled. The applicants were not present. It was noted that an amendment is needed on the lease agreement for the building which was not available at this time but expected by the end of the week. All other requirements have been met with the application and approved by the Wyoming Liquor Division. Larry Allen moved, Mike Jones seconded, to approve the new Restaurant Liquor License for Bug Doc LLC d/b/a Lovey's Lunchbox, pending receipt of the amended lease agreement. Motion carried unanimously. The liquor license will be in effect to coincide with all other county licenses for April 15, 2020 through April 14, 2021. Receipt of the annual fee was acknowledged.

County Treasurer Tom Majdic provided a status update on the 11 year old postage machine. Deputy Treasurer Jim Anderson and Financial Assistant Joe Felix were present. Recent repairs totaled \$551 and the technician reported the unit is in very poor condition and he would not expect it to last much longer. At that time, the vendor presented three options regarding both lease and purchase pricing. A user group meeting was held last Friday and the consensus was to enter into a lease agreement for an IN-170 Mailing System that will provide more functionality and savings by updating from a manual entry machine to a Commercial Base Pricing Compliant machine. The meter has to be leased at an annual cost of \$996.00 and annual maintenance fees are \$1,680.00 and the IN-710 Mailing System totals \$11,100 for a total cost of \$11,088.00. The Capital Revolving Fund Committee was also approached, and many of them were at the user group meeting, and their consensus was to proceed with a lease agreement for the machine as proposed. Felix proposed the cost be funded through the Fund's Emergency Repair Line Item for the Support Services Department. Jennifer McCarty moved, Mike Jones seconded, to authorize \$11,500 for the Postage Machine from the Capital Revolving Fund Emergency Repair Line Item and approve the lease agreement with Midwest Connect. Motion carried unanimously.

A webinar was held with Rachel Shrader, Army Corps of Engineers with input from Lander Assistant Mayor RaJean Strube Fossen. This was a preview to the Public Meeting scheduled for April 9th with the City of Lander to discuss the Draft Flood Risk Management Plan for the Popo Agie River in Lander. In 2010, the City, in partnership with Fremont County and the Popo Agie Conservation District, requested a Section 205 Study, which authorizes the Corps of Engineers to construct projects (structural or nonstructural) to reduce damages and risk to life safety caused by flooding. Initial alternatives were reviewed as: Alternate 1 – No action; Alternate 2 – Fremont Street Levee; Alternate 3 – Fremont Street Floodwall; Alternate 4 – Aspen Way Levee; Alternate 5– Hitshew Levee and Alternate 6 – Nonstructural only. River Front Properties Trailer Park and Storage Unit Property was recommended for buyout in combination with all alternatives presented (estimated at \$1.4 million). Comparison of alternatives was presented with Alternate 3 being selected as the Recommended Plan (Fremont Street Floodwall). Preliminary recommended plan cost estimate is \$8,260,867 that also includes acquisition of two single family residences in addition to the trailer park and storage facility and 10 acres of acquired easements. A study schedule was reviewed that will most likely be amended due to COVID-19 issues. Information on how to submit input on the proposed plan was reviewed which are due by May 2nd. Fossen stated the City has submitted a Notice of Intent Grant and reviewing CDBG and stimulus funding possibilities to assist in the buyout requirement and will most likely take at least one year to determine if the City determines whether they will proceed with the project. When the time comes to sign a partnership agreement with the Army Corps of Engineers, the City would need to discuss a commitment with Fremont County.

County Clerk Julie Freese and Deputy Margy Irvine were present to review election related issues. A Contract between Wyoming Secretary of State's Office and Fremont County Clerk's Office was discussed that had to be signed prior to the meeting. The purpose sets forth the terms and conditions by which the County shall utilize requested funding (\$27,413.98) to lease e-poll book hardware and software, pay for data conversion for use within the 2020 Primary and General Elections. Mike Jones moved, Jennifer McCarty seconded, to ratify the Contract as presented. Motion carried unanimously. In a related matter, the Interagency Agreement between State of Wyoming, Office of the Secretary of State, and Fremont County was reviewed, that sets for the responsibilities of the County regarding the purchase of Election Systems & Software, LLC, testing, acceptance, safekeeping and ongoing maintenance of voting systems, equipment and software required and funded by the State and to further transfer ownership to the County. Mike Jones moved, Jennifer McCarty seconded, to approve the Interagency Agreement. Motion carried unanimously. All ballots will continue to be paper based and not tied to the internet in any manner. Discussion was then held on Vote Centers.

Julie Freese and Margy Irvine reviewed their intent to proceed with Vote Centers for the upcoming elections. Pursuant to W.S. 22-12-101 of the Wyoming Election Code, a polling place designated and used in the 2020 general election shall not be changed unless a notice describing the proposed change is posted on the

county's official website, and published once a week for two weeks. Polling places may be located outside of the precinct if the board of county commissioners determine and records in its minutes the reasons that it is required by the public convenience. She requested the authority to advertise a public comment period and set a date to finalize the polling locations via Vote Center. This will allow a polling place at which any registered voter in the political subdivision holding the election may vote, regardless of the precinct in which he resides. Check in vote will be done on Electronic Poll Books and that will assure that voters only vote one time. Vote Centers have gained popularity across the country because they allow voters greater flexibility in casting their ballots on Election Day, and allows counties to decrease costly expenses by reducing the number of polling places and staffing. This will effectively reduce the polling place locations from 17 to eight to be located at Dubois School Administration Building, Fort Washakie School Wrestling Room, Wyoming Indian High School Commons, Kinnear Fire Hall, Arapahoe School Charter Multipurpose Room; Riverton Fairgrounds Fremont Center, Shoshoni Senior Citizen Center and Lander at the Bob Carey Memorial Fieldhouse. Other voting methods still remain available such as early voting and absentee voting. These methods are available 45 days prior to the election. The Commissioners thanked Freese for considering the best options to accommodate the voters of Fremont County. They further will set a time of April 21, 2020 at 9:15 a.m. to review public comments pertaining to proposed changes of polling places.

In terms of the upcoming Election Budget, Julie Freese stated she will be asking for an additional temporary position for the Election Department. In election years, this has been a standard request for a certain time period.

In other business, County Clerk Julie Freese asked for authorization to rehire the Financial Assistant position. Joe Felix had submitted his resignation effective April 17th and she will not rehire at a higher level than what is being paid for the position now. Mike Jones moved, Jennifer McCarty seconded, to authorize rehiring for the Financial Assistant position not to exceed \$49,000. Motion carried unanimously. The entire Board acknowledged the outstanding job performed by Felix.

County Clerk Julie Freese and Deputy Margy Irvine reviewed a newly developed Protocol for County Offices/COVID/Illness/Time Off. Library liaison Commissioner Mike Jones stated the Library Board approved their employees to work from home. This brought up discussion on the need to determine essential staff vs. non-essential staff and not knowing what the future brings, to begin a discussion regarding layoffs and furlough days. County Clerk Julie Freese will develop a survey to send to all departments asking them to determine duties under normal working conditions, duties currently under Phase 2 where County Offices closed to public with employees working and then duties if Phase 3 is implemented in future (County Offices closed to both public and employees, with the exception of essential employees). Under these scenarios, they will be asked to explain duties, open positions, what employees are working on while under Phase 2 (County offices closed to public with employees working onsite) and compare to duties if open to the public, work load (increase/decrease), any employees working from home, any staff off on Extended FMLA or Emergency Leave, etc. If under Phase 3, Departments need to determine essential jobs that must be taken care of (example: Sheriff's Department). The surveys will be discussed at the next meeting. In other business, the Commissioners had indicated that every employee would receive a full paycheck the end of March; however, Freese stated there are now several employees who have been on leave and do not have accrued time to make up the difference and will be apparent in their April paycheck. She will compile a list of those employees in this situation also for discussion the next meeting. In related actions that were approved during the interim since the last meeting of March 10, 2020, the following were reviewed. Mike Jones moved, Jennifer McCarty seconded, to ratify the COVID-19 Interim Leave Policy related to the federal Families First COVID-19 Response Act. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to ratify the action of March 16, 2020 entering into Phase 2 which closes all county offices to the public with employees working. Motion carried unanimously.

Wellness Coordinator Penny Fahey informed the Board that she will be relocating and is prepared to submit her resignation effective June 15, 2020. Executive Health Insurance Committee members Jim Anderson and Margy Irvine were in the audience. She then proposed a contractual agreement that would serve the Wellness Program for one year as an independent contractor which would allow her to work remotely with travel to Lander and Riverton monthly. Due to COVID-19, the premium reductions have been extended for six months and rescheduled the health fair to August. As we are in an election year, there could also be major changes to the health insurance in general. She would also like the opportunity to utilize the statistical information that has been made available this year from the Springbuk system. By next spring, the county will be in a better position to decide on any future changes necessary for the Wellness Program, including the hiring of a new on-site manager. She reviewed a Wellness Program Proposed Agreement and Proposed

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Calendar of Events for discussion as well. The Commissioners requested additional time to consider her contractual proposal and agreed to discuss again mid-May when budgetary considerations will be under way for the new fiscal year.

The following items in the Priority Mail were reviewed: Jennifer McCarty moved, Mike Jones seconded, to ratify the Catering Permit submitted by Cedar Bar for a wedding reception on March 21, 2020. Motion carried unanimously. Receipt of the \$25 fee was acknowledged. Jennifer McCarty moved, Mike Jones seconded, to ratify the March 17, 2020 decision to extend the Premium Reduction due date by six months due to COVID-19 issues. Motion carried unanimously. Larry Allen moved, Mike Jones seconded, to accept the offer from the Extension Office of a 2007 Chevrolet Malibu Sedan to transfer the vehicle to the County Pool Vehicle Fleet. Motion carried unanimously. Larry Allen moved, Mike Jones seconded, to set a replacement value of \$25,500 for the totaled 2000 Ford Ambulance (MS-12) for reimbursement purposes by lessee AMR. Motion carried unanimously.

County Clerk Julie Freese discussed the upcoming budget process and the one week extension she announced for all budgets to April 15, 2020. The Commissioners made the determination not to hold budget hearings this year as all departments have been asked to keep their budget static wherever possible and be detailed about any increases in their budget. If increases are requested for staff or other reasons, they will most likely be asked to attend a meeting to offer an explanation.

Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 12:40 p.m. and reconvene for a Regular Meeting on April 14, 2020. Motion carried unanimously.

A full detailed report and the official minutes are posted on Fremont County's website at www.fremontcountywy.org.

/s/ TRAVIS BECKER, CHAIRMAN
FREMONT COUNTY COMMISSIONERS

ATTEST:

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