

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
APRIL 19, 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 arrived later in the meeting. County Clerk Julie A. Freese was present.

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 April 12, 2022 as amended. 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>
A & I Distributors	Vehicle Maintenance	Oil/Fluids	\$424.58
Apex Surveying, Inc.	Transportation	Engineer Service	\$17,930.24
Bailey Enterprises, Inc.	Transportation	Vehicle Fuel	\$68.86
Bobcat of the Big Horn Basin, Inc.	Vehicle Maintenance	Supplies /Services	\$50.16
CenturyLink	Computer Services	Telephone Service	\$629.66
Davis Funeral Home	Health & Welfare	Unclaimed Burial	\$1,500.00
Dealers Electrical Supply	County Buildings	Materials/Supplies	\$139.89
Eagle Uniform & Supply Co.	Vehicle Maintenance	Laundry	\$82.21
Floyd's Truck Center WY	Vehicle Maintenance	Parts	\$2,219.38
Fremont Counseling-Lander	Health & Welfare	Title 25	\$6,900.00
Fremont County Solid Waste	County Buildings	Dump Fees	\$13.80
Grainger	County Buildings	Materials/Supplies	\$381.64
High Plains Power, Inc.	County Buildings	Utility Services	\$1,743.77
Int'l Academies of Emergency Dispatch	Dispatch Center	Training	\$80.00
Lander Valley Auto Parts	Vehicle Maintenance	Parts/Supplies	\$58.90
National Food Group, Inc.	Detention Center	Inmate Board	\$7,367.19
NMS Laboratories	County Coroner	Toxicology Services	\$1,259.00
Norco, Inc.	Transportation	Supplies	\$10.54
Office Shop Inc., The	Computer Services	Printer Lease	\$155.00
O'Reilly Automotive, Inc.	County Buildings Detention	Parts & Supplies	\$57.45
Pavillion, Town of	County Buildings	Water Utilities	\$141.89
Post, Raymond	County Buildings	Car Wash	\$10.00
R C Lock & Key	County Buildings	Keys, Supplies & Services	\$50.00
Rocky Mountain Power	County Buildings	Utility Services	\$1,276.41
Shoshoni, Town of	County Buildings	Water/Sewer	\$60.00
State of Wyoming	Public Defender	County Supplement	\$128,390.61
Terrance R. Martin PC	District Court	Court Appointed Repr.	\$2,286.25
T-Y Excavation, Inc.	Transportation	Road Maintenance	\$7,817.50
Verizon Wireless	Segregated	Cellphone Service	\$605.57
WY Public Health Laboratory	Public Health	Lab Fees/Supplies	\$158.00
Wyoming Behavioral Institute	Health & Welfare	Title 25	\$754.00
Wyoming Machinery, Co.	Transportation	Parts	\$7,329.72

The following items in the Signature File were reviewed: 1) January-March Quarterly Payroll Verification for County Commissioners; 2) thank you letter to Teresa McKee for serving as the primary Juvenile Treatment Court Judge for Fremont County for the last 20 years; 3) Sympathy card; and 4) Record of Proceedings. Larry Allen moved, Jennifer McCarty seconded, to approve an Interagency Agreement between the State of Wyoming, Office of the Secretary of State and Fremont County Clerk's Office setting forth responsibilities of the County regarding the use of the State's Electronic Pollbook module of the Wyoming Voter Registration and Election Management System. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve a Carver Florek & James engagement letter for the annual audit for the year ended June 30, 2022. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve a Memorandum of Understanding between Department of State Parks and Cultural Resources, Division of State Parks, Historic Sites and Trails and the County of Fremont designating/enrolling all duly established county roads into the State Off-Road Recreational Vehicle

Trails Program. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve Western Surety Company Official Bond and Oaths for Jeffrey City Water and Sewer District Treasurer Rebecca Ruth Darnell and Commissioner Phillip R. Moody. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve an Approach/Access Application from Drew Elliott for Riverview Road. Motion carried unanimously. Later in the meeting, Larry Allen moved, Jennifer McCarty seconded, to approve Resolution No. 2022-14 "Appointment of a Special Prosecutor". Motion carried unanimously.

Items in the Priority Mail were reviewed. Clarence Thomas moved, Jennifer McCarty seconded, to approve a Catering Permit for Rustic Pine Tavern for a wedding at Circle Ranch, 6060 US Highway 26, Dubois, Wyoming on July 30, 2022. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to ratify approval of a letter of support for the City of Riverton's application to the Secretary of Transportation Office for funding for the Airport Road Improvement Project. Motion carried unanimously.

Transportation Superintendent Billy Meeks updated the Board on an offer from WYDOT for some unused rotomill tailings, projected to be 15,000 yards in the Riverton area and 7,000 yards in the Lander area. He would like to take advantage of this opportunity and mix the tailings with gravel on Oil Springs and Coal Mine Roads with funding through the 1% fund that will employ the private trucks as well to haul the materials. His breakdown for hauling and trucking for Oil Springs Road is \$260,000 and Coal Mine Road \$52,000. As this will be a new cost to the 1% budget due to the unique opportunity for the product, the Board asked him to revise the 1% project budget for presentation to the Committee and as part of his upcoming revised budget as well. Meeks will inform WYDOT that the County is interested in the rotomill tailings.

Budget hearings were held:

District Court: Judge Jason Conder was present. Last year's budget received was \$117,150. This year's request is \$123,800. Judge Conder explained what the District Court is responsible for. The Ninth Judicial District has 3 judges. In the rentals line item, the judge noted that there is \$3600 subsidy included for rent for the GAL program. He stated it is not a court function and requests the commissioners move this to another line item for the GAL program unless it won't harm his budget requests in the future. The judge also stated that he has included a \$5.00/hour increase for the court appointed attorneys and even at that, Fremont County is the lowest paying in the state. In juror surveys, the jurors comment mostly on the need for an updated courts area. The courthouse remodel was mentioned however this is not an item in his budget. Those costs are being handled by the Building Maintenance Department. The County Clerk asked that the judge complete the estimated expenditures to help with fund balance carryover.

Clerk of District Court: Clerk Kristi Green was present. Last year's budget received was \$481,722. This year's request is \$509,623. Kristi stated she still has one position that has not been filled. She wishes to hold that position until they are done with the state e-filing system to see if this position is needed after the implementation of that system. They did fill their other position earlier this spring. Kristi will have to order a different type of computer to move to the e-filing system. There is money in her budget to purchase the computers in the current year. She is working with Kevin on the purchase however. The District Court schedule fully affects her office and they will see how the rest of the year ends as far as jury trials.

County Clerk Julie Freese followed up on her earlier request to the Board via e-mail to hire the Temporary Election employee as a Regular Full Time employee. She presented written documentation stating that training a person in Elections takes at least one full election year, and preferably two election cycles. There are many statutes to train on and then follow, and then the temporary employees find a full time job and they have to start the next election season over again with a new employee. Years ago there were two full time employees in the Election Department year round and there are many off-year election duties not to mention training and updating procedures. She stated that with the mistrust, misinformation, disinformation, accusations, etc., they have been working on Elections nonstop since the 2020 elections. There is much to do to continue the security and integrity of elections to help build trust that we now see in the election world. "Chain of Custody" has become a major portion of security and requires two staff at all times working on machines, dealing with ballots, etc. She reminded the Board that in 2020 she was allowed to have two election employees with the idea they could be used in the off election years in the Title Department. One of these employees returned to a previous employer and the other is a "floater" working in both Elections and Title Department. This person has now been moved to

Elections full-time through December 2022. Freese stated the need to also look into the future and build a robust Election Office. Currently the Chief Deputy is the Supervisor of Elections which takes her away from her other duties. Mike Jones moved, Jennifer McCarty seconded, to approve the recommendation to change from a Temporary Election employee to a regular full-time employee with a starting salary of \$33,000. Motion carried unanimously.

In another matter, Julie Freese was joined by Building Maintenance Supervisor J.R. Oakley to review a security camera quote from Sentinel Security LLC totaling \$12,342.50. Deputy Margy Irvine was present in the audience. The quote includes cameras for the Election Office, absentee voting room, storage room and hallways, along with remote locations at the Election storage facility on Garfield Street in Lander and at the eight remote Vote Centers. The cameras are necessary due to the "Chain of Custody" security discussed earlier. She is working on new Agreements with all Vote Center sites to include the camera set up that will be trail cams. She has submitted the cost as part of the ARPA Security project; however, will proceed with this cost immediately as they need to be installed in the Courthouse Election offices prior to May 12th when filing for office begins, with absentee and early voting following the first part of July. Then the Garfield site will be done, as the motion sensors in that storage area go off on a routine basis (due to a mouse or bird).

A Public Hearing was held at 10:00 a.m., as advertised, for the Fremont County Commission Redistricting Final Plan. County Clerk Julie Freese stated the Commissioners held two public hearings (April 5 in Lander and April 7 in Crowheart). Comments and suggestions were taken at both locations and via written or e-mail. Following the meetings and comments received, the Commissioners decided not to move any lines in the Lyons Valley area but agreed to move the current Commissioner lines (between Commissioner Districts #1 and #2) in the Crowheart area from the river to Highway 26. Every voter situated North of Highway 26 would be moved to Commissioner District #2 and voters situated South of Highway 26 would remain in Commissioner District #1. Freese further distributed total population numbers for the Crowheart change for review. Nobody was present in the audience and no written comments had been received on the change. Larry Allen moved, Jennifer McCarty seconded, to approve Resolution No. 2022-12 "2022 Election Commissioner Redistricting" with changes to the Crowheart precinct. Motion carried unanimously. In closing, Freese stated all voters in Fremont County will receive a card in the mail indicating their Legislative and County Commissioner district, whether they were changed or not.

The annual review of Temporary Assistance for Needy Families (TANF) grant applications were reviewed. The Commissioners accept the applications and make their selection for submission to the Wyoming Department of Family Services for funding. The one application received was from Big Brothers Big Sisters of Wyoming in the amount of \$7,500. Clarence Thomas moved, Mike Jones seconded, to approve the application from Big Brothers Big Sisters of Wyoming. Motion carried unanimously.

Commissioner meeting reports and concerns were given.

Commissioner Clarence Thomas stated the Commission would meet with the Wind River Intertribal Council on April 27th from noon until 2:00 p.m. The Commissioners will provide lunch for the meeting.

Vice-Chairman Larry Allen attended the Fremont County Fair Board monthly meeting, noting there is only 100 days until the 2022 Fremont County Fair. The land swap has been finalized. He and Commissioner Jones met with Indian Health Service CEO Dr. Nayeri in Fort Washakie last Friday to look at a potential site for an Ambulance Station. They found out later the building could not be a permanent site and will tour other building possibilities this coming Friday. He has an EMS Task Force Meeting on Friday. He was sad to report that former Emergency Management Coordinator Kathi Metzler passed away the day prior and noted her funeral on Monday, April 25th. Frontier Ambulance Director of Rural Operations Matt Beuhl stated that SageWest has taken several old cots off the inventory list to be used for Title 25 transports.

Commissioner Mike Jones attended the monthly Solid Waste Disposal District meeting yesterday. They continue to participate in EPA and tribal meetings and noted the Tribal Illegal Dump Cleanup Project that they submitted for Tribal ARPA funding was unsuccessful. They are unclear where the funding to cover the portion of the project the tribes would fund will come from (\$2 million). The Strategic Plan is being developed, along with operational changes, regarding the closure of the Lander landfill (30 years out) to the Sand Draw Landfill (with a life span of 99 years). He encouraged discussion on not only post-closure liability but infrastructure needs. The Health Benefit and Wage Committee is working on SOC reviews. He had an informal meeting with Representatives Lloyd Larsen and Bob Nicholas regarding the air

ambulance service in Fremont County. They are both interested in working on this issue to reduce the number of air flights out of the County.

Chairman Travis Becker attended the Central Wyoming Regional (Riverton) Airport Board meeting last week. They are concerned that due to the reduction from two flights to one per day, that enplanement numbers may not meet the 10,000 required to receive the federal subsidy of \$1 million. There may be an opportunity for an exemption due to the airline issues being experienced with both Sky West and United (pilot shortages, etc.). The Jackson Airport shutdown for three months, due to runway reconstruction, may have a positive impact on the Airport; however, it is too soon to tell.

Budget hearings continued.

County Attorney: Patrick Lebrun was present. Last year's budget received was \$1,429,874. This year's request is \$1,468,382. His request has employee increases (as they were approved in the current year) and the increases will be annual in the new budget. He did ask for additional attorney bar dues for the upcoming year. Victim Witness program, he has increased this request to \$30,000 which is \$3,800 more than last year. This is due to an increase in data maintenance program costs. His vehicles are still working well and they don't need an update on those at this point. Last year he mentioned that the state was indicating they were going to decrease the reimbursement for attorneys by 10%. This year, he is hearing the reimbursement will be at the normal rate. He has finally filled his secretarial position. Chairman Becker asked about the differences between the Victim Witness employee and the Sheriff VW employee. The County Attorney VW coordinator covers all victims and witnesses for all agencies. Their job is to keep the victim apprised of court dates, the ability to speak at sentencing etc. The Sheriff VW coordinator starts with the victim from the beginning. Their job is to be with the victim during the frontline process of the crime. Chairman Becker discussed the caseload of the office. Attorney Lebrun agreed that the caseload is heavy but he did not have any statistics to share.

Emergency Management: Coordinator Vonda Huish was present. Last year's budget received was \$163,128. This year's request is \$153,663. The biggest change from last year is the \$2,000 increase for travel. They did not budget it in the current year, but will need to return to training and travel as it is required training. Vehicle Fuel is increased as well, due to the increased cost in prices. Vonda's department partners with many entities to perform table top exercises such as the CWC Mass Casualty Exercise and other events with the Fremont County Public Health Nursing Department. Commissioner Jones asked if they had the same event planning with the Fire Districts. Vonda stated she would be happy to meet with Fire Warden Craig Haslam to see if they would like to work together on any event planning. This department also gets a reimbursement from the State for 50% of their budget.

County Planning: Planner Steve Baumann was present. Last year's budget received was \$317,876. This year's request is \$338,868. Discussion began with a proposal to increase their fees which are small wastewater permits and subdivisions. The estimate of increased revenue would potentially be \$45,600. There is a request to adjust the SOC amount for the small wastewater position which is listed under Construction and Building Inspection. That employee is very short of the median level. There is also an increase in training and travel for the Small wastewater employee to attend the WETT conference. Steve would also like to attend the Western Planner conference as well. Steve has put in an application to ARPA and to CRF to get a vehicle replacement. If they are not successful in getting that replaced, the fuel costs will continue to climb as indicated in the budget to stay with the current vehicle. If they were successful, Steve stated this line item could be reduced by \$3,600. Their department has used "cast off" furniture and chairs and they would like to replace them. This is not listed in the budget as they have been requested from the ARPA funding. Chairman Becker didn't want to just have the fee increase in the budget without having a separate public hearing specifically on the issue. Clerk Freese asked Steve if he would have asked for furniture in his budget if there was no other funding and he stated he would have. Freese asked that he send an updated budget request so there can be a decision made besides the ARPA funding for the furniture. Chairman Becker asked about the GIS Specialist which is currently not filled. Baumann's vision for that position is to have them work with the Transportation Department on road type issues.

County Coroner: Coroner Larry Degraw and Chief Deputy Erin Ivie were present. Last year's budget received was \$391,779. This year's request is \$425,137. Coroner Degraw mentioned that vehicle fuel will obviously be an increased line item. There will be an increase on gloves, masks, and DNA cards due to the cost of production of those type of items. Body bags are an annual cost. The bags are made in China, but they are working with a US based company to purchase these. Their investigation cameras

are in need of replacement. They have 4 cameras, one of which is broken. Due to the age of the cameras and the maximum pixels they have, they will replace them. They will donate the old camera to the college. With the loss of the Forensic Pathologist, the budget is still anticipating autopsy services out of the county. There is increased needs for training and travel for Coroner Basic and statutorily required training for staff. They try to take trainings online and they have also received grants to help pay for the training fee. This money will be reimbursed in the next budget. Commissioner Jones asked how many people we have to do investigations and how that relates to the overtime budget. Coroner Degraw must be certified by July. The overtime budget is still estimated at \$15,000 due to being an election year and not knowing who will be the Coroner and if they have to have the Coroner Basic Classes as well. Commissioner Jones asked if there was another person who could take the bodies to the autopsy offices rather than taking one of the investigators out of the office. Erin stated there is a chain of custody of the body and of the evidence they gather at the scene. To have another person, they should probably be a deputized person. Commissioner Jones asked about the possibility of bringing the pathologist back. Erin stated that dependent on who is the new Coroner, this could be an option.

Discussion was held on the Fremont County ARPA applications received. The Committee has now received the prioritized list and copies of all applications. Chairman Becker stated they would meet as a Committee following the Commissioners' meeting of May 3rd. Chairman Becker will visit with the Wyoming County Commissioners Association Executive Director regarding questions regarding the Road Construction Fund opportunity for funding for leased or owned motor graders.

There being no further business, Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 11:45 p.m. and reconvene for a Regular Meeting at 9:00 a.m. on May 3, 2022. Motion carried unanimously.

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