

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
APRIL 21, 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 Darrrough 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.

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

Jennifer McCarty moved, Mike Jones seconded, to approve the minutes of the Regular Meeting held April 7, 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>
A & I Distributors	Vehicle Maintenance	Materials / Supplies	\$1,610.42
Ace Hardware-Lander	Segregated	Materials/Supplies	\$200.89
Ace Hardware-Riverton	Segregated	Materials/Supplies	\$33.42
Aire Inc	Search & Rescue	Equipment	\$2,348.04
Airgas USA LLC	Segregated	Supplies / Materials	\$634.84
Aranow, Elizabeth	Operation Safeguard	Expense Reimbursement	\$396.00
B & B Enterprises LLC	Transportation	Signs & Supplies	\$555.60
Bailey Enterprises, Inc	Inventory	Fuel	\$9,427.06
Bank of the West	Segregated	Credit Card Charges	\$33,946.92
Bill Jones Plumbing & Heating	County Buildings	Supplies	\$331.90
Bloedorn Lumber-Lander	Transportation	Materials,Supplies	\$42.02
Blue Knight Security LLC	Detention Center	Inmate Transport	\$5,150.00
Bob Barker Company, Inc	Detention Center	Inmate Supplies	\$679.88
Bowdel, Steven P.	Detention Center	Contract Service	\$2,750.00
Calder, William	PHEP	Expense Reimbursement	\$134.40
Carroll Septic Service	Transportation	Services	\$150.00
CDW Government, Inc	Segregated	Equipment & Supplies	\$1,593.00
Central Wyoming College	Prevention Program	Event Support	\$100.00
CenturyLink	Segregated	Telephone Expenses	\$2,209.10
Charter Communications	Segregated	Internet Services	\$153.48
CNA Surety	Clerk of District Court	Bond	\$100.00
Communication Technologies Inc	Support Services	Maintenance Agreement	\$3,479.58
Cowboy Chemical Inc	Detention Center	Inmate Laundry Supply	\$803.65
Crum Electric Co Inc	County Buildings	Supplies	\$18.84
DOWL LLC	Willow Creek	Engineering	\$9,751.25
Eagle Uniform & Supply Co	Vehicle Maintenance	Uniform Service	\$208.69
Edwards Communications	Prevention Program	Radio Advertising	\$1,309.00
Federal Express Corp	Segregated	Shipping Fees	\$46.42
Floyd's Truck Center	Vehicle Maintenance	Parts	\$167.04
Frank, Darby	Operation Safeguard	Expense Reimbursement	\$254.80
Fremont Broadcasting	Prevention Program	Advertising Radio	\$1,011.50
Gee, Brian	PHEP	Expense Reimbursement	\$686.40
Globalstar USA	Search & Rescue	Satellite Phone	\$185.00
Great Divide Towing & Recovery	County Sheriff	Vehicle Towing	\$300.00
Griffin, Bette J.	County Sheriff	Uniform Supplies	\$110.00
Heil Electric LLC	County Buildings	Material	\$660.00
High Country Construction Inc	Road Material Inventory	Sand	\$2,312.00
High Plains Power, Inc	County Buildings	Utility Services	\$1,568.18
Huelskamp, Joe	Detention Center	Expense Reimbursement	\$24.38
Int'l Academies of Emerg Dispatch	Dispatch Center	Training	\$110.00
Johnson, Edie	Detention Center	Expense Reimbursement	\$40.00
Jones, Michael	Operation Safeguard	Expense Reimbursement	\$300.00
Lander Journal	County Clerk	Subscription	\$39.95
Lander Medical Clinic PC	Detention Center	Inmate Medical	\$1,646.03
Lee, Kim	Operation Safeguard	Expense Reimbursement	\$55.20
Lyles, Jesse	Operation Safeguard	Expense Reimbursement	\$303.20
Mahlum, Zachary Hamilton	District Court	Court Appointment	\$1,555.00

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Mark's Auto Sales & Towing	Abandoned Vehicles	Vehicle Towing	\$80.00
McKay, Katherine G.	District Court	Court Appointment	\$2,317.50
Media Works, Inc	Detention Center	Supplies	\$24.99
Motorola Solutions Inc	Operation Safeguard	Supplies	\$2,175.75
Mountain Drivetrain	Vehicle Maintenance	Material / Parts	\$5.00
Myers Enterprises, Inc.	Detention Center	Batteries	\$125.00
Napa Auto Parts-Riverton	Segregated	Parts & Supplies	\$2,815.44
National Business Systems Inc	County Treasurer	Postage	\$693.87
Noble Medical, Inc	County Sheriff	Drug Testing Supplies	\$596.69
NOLS	Search & Rescue	Supplies	\$857.31
Norco Inc	Operation Safeguard	Supplies	\$726.08
Oceanid	Search & Rescue	Equipment	\$130.00
Office Shop Inc, The	Segregated	Service Agreement	\$355.31
Office Shop Inc, The	Computer Services	Copier Lease	\$1,376.00
Olson's Auto Body & Towing	County Sheriff	Vehicle Repair	\$1,457.32
Osage Industries, Inc	Vehicle Maintenance	Parts / Supplies	\$396.67
Over, Ernest	Operation Safeguard	Expense Reimbursement	\$28.80
Owens, Javen	Juvenile Treatment Court	Services	\$1,950.00
Pavillion, Town of	County Buildings	Water Utilities	\$112.50
Pioneer Products, Inc.	Detention Center	Kitchen Supplies	\$667.73
Print Shop, The	County Sheriff	Office Supplies	\$143.00
Quadient Inc/ Formerly Neopost	County Sheriff	Postage Machine Rental	\$29.72
Quill Corporation	Segregated	Office Supplies	\$613.42
R C Lock & Key	County Buildings	Supplies & Services	\$14.65
Ratigan, Daniel, M.D.	Detention Center	Contract	\$4,950.00
RELX, Inc.	County Attorney	Subscription	\$595.00
Remote Satellite Systems	Search & Rescue	S & R Equipment	\$112.00
Riverton Physician Practices LLC	Transportation	Drug Testing	\$92.00
Riverton Ranger, Inc	Vehicle Maintenance	Advertising	\$226.20
Rocky Mountain Power	Segregated	Utilities	\$11,111.62
RS Bennett Construction Co., Inc.	Moneta Lysite Road	Construction	\$130,354.02
Safeway, Inc	Detention Center	Inmate Medical	\$30.99
Schoneberger, Valerie	District Court	Court Appointment	\$950.00
Shannon Watts Art and Design	Public Health	Website Design	\$452.24
Shoshoni, Town Of	County Buildings	Water/Sewer	\$54.00
Six Robbles' Inc	Vehicle Maintenance	Parts	\$128.47
Skaggs Companies, Inc	Segregated	Uniforms/Supplies	\$932.30
Specialized Pathology Consult	County Coroner	Autopsy Fee	\$1,200.00
Sylvestri Customization	Prevention Program	Graphic Design / Social Media	\$600.00
Taylor Creek Exxon	County Sheriff	Car Wash	\$16.00
Traveling Computers	Computer Services	Computer Supplies,Services	\$5,591.05
Tweed's Wholesale Co	Segregated	Supplies	\$4,300.78
T-Y Excavation Inc	Transportation	Road Maintenance	\$10,165.00
Tyler Technologies Inc	Asset	Implementation	\$552.50
Union Telephone Company	Segregated	Cellphones	\$727.23
University of Wyoming	Agriculture Department	Contract Salary	\$8,152.50
Verizon Wireless	Segregated	Cell Phones	\$658.00
Vetter, Patrick	Search & Rescue	Expense Reimbursement	\$300.00
WCS Telecom	Transportation	Phone Service	\$27.58
West Payment Center	District Court	Contract Service	\$73.22
Western Printing, Inc	County Clerk	Printed Supplies	\$385.63
Whiting Law, P.C.	District Court	Professional Services	\$3,570.00
Wind River Transportation Authority	CAST	Transport Service	\$44.00
Wy Brand Industries	Detention Center	Inmate Uniforms & Supplies	\$701.03
Wy Public Health Laboratory	Public Health	Lab Fees/Supplies	\$198.00
Wy State Lands & Investments	Spencer Homesites	Loan Payment	\$1,615.66
Wyoming 4 X 4 Inc	Vehicle Maintenance	Parts / Supplies	\$391.71
Wyoming Behavioral Institute	Health & Welfare	Title 25	\$2,262.00
Wyoming Dept of Transportation	Segregated	Fuel	\$1,389.92
Wyoming Rents, Llc	Operation Safeguard	Generator Rental	\$2,277.00
Wyoming Waste Systems	Segregated	Trash Removal	\$2,719.45
Wyoming.com	County Sheriff	Internet Service	\$999.95

The following items in the Signature File were reviewed: 1) letter of appreciation to Sherry Moore for her service on the Fremont County Historic Preservation Commission; 2) Sympathy Cards; and 3) Record of Proceedings. Mike Jones moved, Jennifer McCarty seconded, to approve a Temporary Assistance for Needy Families (TANF) Community Partnership Initiative Grant Application on behalf of the Big Brothers Big Sisters of Wyoming Program. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve an Application/Permit to Construct Access Driveway for Mary Klaahsen for Burma Road. Motion carried unanimously.

The following items in the Priority Mail were reviewed: Jennifer McCarty moved, Mike Jones seconded, to ratify approval of a Moneta-Lysite Road Shoulder Widening Project Change Order No. 7 from R.S. Bennett Construction Company, Inc. for an additional \$25,120.00. Motion carried unanimously. Jennifer McCarty moved, Mike Jones seconded, to ratify their decision to opt out of adopting the Blue Cross Blue Shield of Wyoming provision regarding waiving cost sharing for in-patient hospital stays for treatment of COVID-19. Motion carried unanimously. Jennifer McCarty moved, Mike Jones seconded, to accept the Vehicle Maintenance Supervisor's recommendation to repair a Sheriff's Department pickup (CO-2904) in house at an estimated cost of \$461.34 with funding by the Sheriff's Department. Motion carried unanimously.

There was nobody calling in for the public comment period.

County Clerk Julie Freese stated she has distributed the Department Surveys received thus far regarding three scenarios: 1) how departments function under normal circumstances; 2) how they are functioning in Phase 2 where County buildings are closed to the public and employees working; and 3) how they would function under a Phase 3 scenario if the state/county has an order for all residents to shelter in home. Chairman Becker stated this information will be beneficial when the Commission begins to review budgets for the upcoming fiscal year.

County Clerk Julie Freese and Deputy Margy Irvine reviewed the Public Notice recently advertised regarding proposed changes to the locations of polling places in Fremont County recommending that Fremont County move from 17 polling locations to 8 polling locations, and by doing this, the polling places will become Vote Centers with all precincts remaining intact. Instead of having a polling place in each of those precincts as in previous years, it is proposed to having the following eight locations for Vote Centers: Lander (Bob Carey Memorial Fieldhouse); Riverton (Fremont Center, Fairgrounds); Fort Washakie (Wrestling Room); Dubois (School Administration Building); Arapahoe (Charter School Building); Wyoming Indian High School Commons Center; Kinnear (Fire Hall) and Shoshoni (Senior Citizens Center). The advantage of moving to Vote Centers will be the option for voters to choose where they vote. No matter which Vote Center a voter goes to, they will be allowed to vote at that location. Check-in to vote will be done through Electronic Poll Book systems and will guarantee that voters are only casting a ballot at one location, as the information is shared centrally through a secure connection to provide immediate information between each Vote Center. Freese read a prepared statement recapping how the proposal for Vote Centers was determined. In the last four years, County budgets have seen decreases and our departments have been asked to reduce our budgets while still providing the best possible service to our citizens. It is continually getting harder to secure the 230 election judges required for the former polling place system. Comments on the Vote Center proposal were due this date and she read all comments received into the record (comments in support of keeping the Jeffrey City polling place from Beckie Darnell, Rick Metcalf, Nadine Graham, Douglas L. Thompson, Judy Wilkinson, Thad and Andrea Dockery, Laurie Redland, Vern Redland, Cindy Thompson and Pepper Ottman) and one with general comment questions from Colby and Georgia Gillespie. Freese continued her recap and stated the Wyoming Legislature already passed the Vote Center concept and other counties are changing to this system, and she stated she began discussion with Commissioners in 2019 that she would most likely be looking at Vote Centers for the 2020 elections. The Legislature also passed funding to update voting equipment and this would be a good time to make the decision to move this direction. They talked with Fremont County Legislative Delegation, political parties, and the Tribes. The 8 sites selected had to have good internet connectivity for E-Poll Books, ADA access, spacing requirements, electrical connections and be well known locations. Statistics were reviewed for all 17 precincts and polling places for the General Election in 2016 and 2018 listing Voter Totals (turnout, absentee votes, voting at polls) Judge Costs (salary, training, mileage), Equipment and Total Costs (set up costs, polling location cost, total cost per voter). She noted the Jeffrey City total cost per voter was \$23.62, compared to the larger precincts cost per voter. She highlighted how Vote Centers benefit voters. The constitution allows us the right to vote and our statutes allow us the methods to vote. Eight polling locations across Fremont County will be available on Election Day if voters wish to go to the polls. No excuse absentee voting provides the option of voting at a time that is convenient to the voter. Early voting also provides a polling experience of running the ballot through the same machine but within 45 days prior to the election at a time that is convenient to the voter, and locations will be available in both Lander and Riverton. Even if you receive an absentee ballot in the mail, you can bring to the early voting site and run it through the machine. In previous election years, some voters have had to drive by a polling location because they had to vote where their precinct was located. These people may not vote at any of the 8 locations in the County in addition to the early voting or absentee ballot process. At this time Chairman Becker took comments from the audience (participating on speaker phone) (Pepper Ottman asked for clarification on how absentee votes would be handled and early voting opportunities; Ginger Bennett asked for clarification on who can vote at certain areas). Commissioner Jones expressed appreciation for the

presentation and information and thanked Freese, Irvine and staff. Commissioner Thomas stated the makeup of the Wind River Indian Reservation is unique, with 20,000 residents, with trust land interspersed with deeded land. He felt the COVID-19 issue will likely change the way we vote in the future. Vice-Chairman Allen stated the smaller rural areas are usually the ones asked to give up something and that bothers him; however, he agreed that with COVID-19, the way we do things may change in the future, but he is still concerned about smaller areas (Jeffrey City, Lysite and Atlantic City) not having polling places. Commissioner McCarty acknowledged the Vote Center process has been discussed for some time now and she too is concerned with the rural citizens who have to give up things. She felt that with early voting and absentee voting options, citizens have opportunities to cast their vote at their convenience other than making a special trip on Election Day. Chairman Becker expressed appreciation to Freese and staff as well, noting these decisions are not easy to make and that we as a county are likely to be facing more in the future. He also feels there are several options available to voters and that change is always hard, however, inevitable. Freese reiterated that all 32 precincts remain intact, and as required by state statute, every registered voter will get an informational letter with the Vote Center locations, and they will further include an application for absentee ballots for voter convenience. At this time, Chairman Becker closed the public comment period. Mike Jones moved, Jennifer McCarty seconded, to approve Resolution No. 2020-09 setting Election District & Precincts and Vote Centers for the next two years. Voting against the motion: Larry Allen and Clarence Thomas. Motion carried.

A Public Hearing was held at 9:50 a.m. (advertised for 9:25) regarding Unanticipated Revenues. County Clerk Julie Freese reviewed the advertised information. Ginger Bennett requested clarification on the uses of the Secure Rural Schools and Community Self-Determined Act funding for Forest Reserve projects, totaling \$43,011. Treasurer Jim Anderson was also present and reviewed the funding for informational purposes. Mike Jones moved, Jennifer McCarty seconded, to approve Resolution No. 2020-08, FY 2019-2020 Budget Amendment No. 5. Motion carried unanimously.

Vehicle Maintenance Supervisor Brad Meredith opened sealed bids received from oil product suppliers as follows: Dooley Oil, Inc., Lander NAPA, A & I Distributors, and Bailey Enterprise. Ten different products were on the bid form and Meredith will compile the information and make his recommendation at the May 5th meeting.

Treasurer Tom Majdic, Deputy Jim Anderson and Assessor Tara Berg continued discussion on the SageWest 2019 Property Tax Payment. The original agreement between Sage West Health Care and Fremont County states the hospital will be reimbursed 75% of the total cost for treatment of indigent patients, using the Medicare methodology. The reimbursement will not exceed the amount of the SageWest Health Care's property tax liability. The issue currently is whether all properties on the complex are to be included in the tax exemption, or just the hospital property itself. Since the property has changed hands again, and in the hands of a real estate investment company, are they still getting the tax exemption even though they are not operating a hospital. The other issue is that Fremont County received a check for property taxes from a closing company on one of the properties, is that money to be refunded. The Deputy County attorney will address the issues and report back.

The 45 day comment period commenced at noon the previous day regarding the petition to vacate a publicly dedicated road, Field Station Road #441 (aka College Farm Road #441). County Planner and appointed Viewer in the process, Steve Baumann, gave a recap that stated the petitioners Thomas R. Laurion and Katherine Firchow (partners in Old Orchard, LLC) presented a Petition to Vacate on March 3, 2020. Legal counsel stated the petition met the statutory requirement of the necessary five or more signatures of electors of the county residing within twenty-five miles of the proposed vacation. The Commissioners accepted the Petition to Vacate on March 3, 2020, contingent on a new road being put in place, to access the Central Wyoming College Alpine Science Institute, and also appointed Baumann as Viewer. He conducted his duties and submitted the Viewer's report on March 10, 2020 by concluding that the Vacation of Field Station Road #441 will not negatively impact public access to the Central Wyoming College Alpine Science Institute provided an alternate Publicly Dedicated Road is built to access the bridge over the Middle Fork of the Popo Agie River. Baumann stated that there no new road construction taking place at this time but he will follow up to make sure all the stipulations are met so that Field Station Road #441 will be officially vacated. Chairman Becker confirmed that no written public comment had been received by the advertised deadline, as per state statute, noting the road will be vacated without reference to such objections or claims for damages. As the vacation is contingent on the new road being put in place, Baumann will monitor the status and notify the Commission when the condition has been met at such time the Board can approve a Resolution to Vacate.

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Executive Health Insurance Committee members Jim Anderson and Margy Irvine stated their Committee and the County's health insurance consultant, NOVO Benefits, reviewed revenues for the upcoming fiscal year. NOVO further negotiated with the plan's Third Party Administrator, Blue Cross Blue Shield of Wyoming, to hold administration costs to a 4% increase for the next fiscal year, totaling \$153,900. NOVO's research recommended changing the Stop Loss Carrier from Gerber Life to VOYA for a cost of \$493,368.00. Teledoc Consultation Fees (per use) recommended a rate increase of 8.89%. The Executive Health Insurance Committee recommended approval of all the proposals at a recent meeting, of which Vice-Chairman Larry Allen attended via tele-conference, and subsequently indicated his agreement. Larry Allen moved, Mike Jones seconded, to approve entering into contracts with each company as recommended. Motion carried unanimously. In other business, a request for a 16 month COBRA plan extension was reviewed. NOVO had made the recommendation to their committee noting three issues: setting precedence, discrimination and no stop loss carrier coverage. The Commissioners did not take any action to approve the extension request.

Building Maintenance Supervisor J.R. Oakley reviewed costs involved in placing sneeze or security screens at employee service counters, as plans should be in place when it is time to phase back into regular business. Twenty stations are being considered (Treasurer, County Clerk, Clerk of District Court, Public Health and some additional work for the Assessor) and sneeze screens only total \$2,000 and security screens \$26,500. Security measures have been discussed in the past and it was the consensus of the Board to go ahead with the security screen option. Oakley noted the polycarbonate material used for the security screen would offer a high impact resisting quality to the application. The major cost is for microphones at each service window, as sound will be diminished between customer and employee. Funding scenarios were discussed. Mike Jones moved, Jennifer McCarty seconded, to authorize purchasing materials for the security screens with a cap of \$27,000 with funding out of the COVID-19 budget. Motion carried unanimously.

The Commission reviewed a condolence letter they would like to send out to the citizens of Fremont County, acknowledging the passing of several citizens. The public letter will be sent to the news media immediately following the meeting.

Commissioner meeting reports were given.

Vice-Chairman Larry Allen stated the Fair Board is still waiting to make a decision on whether to cancel the Spring Spectacular show, as well discussion on the Fremont County Fair in the fall.

Commissioner Jennifer McCarty attended a meeting (virtual) with Fremont County Weed and Pest Control District, who continues work on their budget.

Commissioner Mike Jones stated the Solid Waste Disposal District Board did not meet this month. The Library Board has requested their Facilities Manager to itemize projects under \$1,000 to be put into their five-year plan, along with a list of Capital Projects. Some discussion has been held with this board regarding their compliance with the County Personnel Policy. They continue their search of a Library Director.

Chairman Travis Becker noted the Library did not submit the Department Survey requested. County Clerk Julie Freese stated she sent the Survey to the board members and left it up to them on whether to involve the Branch Managers in the discussion. The Library Board is still working on their budget as well.

County Clerk Julie Freese distributed proposed budgets for Commission review. Chairman Becker urged fellow commissioners to review with a fine tooth comb for review in May and June.

Jennifer McCarty moved, Mike Jones seconded, to adjourn the meeting at 11:30 a.m. and reconvene for a Regular Meeting on May 5, 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