

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
MAY 12, 2020

**OFFICIAL MINUTES**

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 was absent. (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.

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

Jennifer McCarty moved, Clarence Thomas seconded, to approve the minutes of the Regular Meeting held May 5, 2020. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to accept the bills for payment. Motion carried unanimously.

Bills are listed below in the following format: Vendor Name-Department-Description-Amount.

A & I Distributors-Vehicle Maintenance-Oil/Fluids-\$105.70; Airgas USA LLC-Vehicle Maintenance-Supplies-\$228.08; Alsco Inc-County Buildings-Laundry-\$207.04; Arcasearch Corporation-County Clerk-Digitized Books-\$352.80; Bank of the West-Segregated-Credit Card Purchases-\$35,648.04; Becker, Josiah-Fremont County WIC-Expense Reimbursement-\$201.25; Carquest Auto Parts-Vehicle Maintenance-Supplies-\$34.49; Centurylink-Agriculture Department-Telephone Service-\$368.17; Charm-Tex Inc-Detention Center-Inmate Supplies-\$5,592.18; Charter Communications-Segregated-Internet Service-\$268.46; Communication Technologies Inc-Support Services-Maintenance Agreement-\$3,479.58; Dierks, Richard-Transportation-Reimbursement-\$199.49; DOWL LLC-Transportation-Willow Creek-Engineering-\$4,688.75; Fremont Broadcasting-Prevention Program-Advertising-\$1122.00; Fremont Motor Riverton -Vehicle Maintenance-Parts/Supplies-\$3012.36; Fremont Motors -Lander-Vehicle Maintenance-Parts/Supplies-\$598.89; Gruber Technical Inc-Computer Services-Computer Equipment Battery-\$1800.00-Honnen Equipment -Vehicle Maintenance-Parts/Supplies-\$126.49; Injury Prevention Resources-Juvenile Treatment Court-Contractual Services-\$4680.00; Inland Truck Parts Co.-Vehicle Maintenance-Repairs/Parts-\$127.81; Kairos Communications /County 10-Segregated-County 10 Advertising-\$1500.00-Lander Valley Auto Parts-Vehicle Maintenance-Parts/Supplies -\$56.33; Lander, City of-County Buildings-Water & Sewer-\$1987.29; Leadership Fremont County-Public Health Crisis Response COVID-Fabric Masks-\$500.00; Lee, Kim-Operation Safeguard-Incident Command Mileage-\$7.20-Mckay, Katherine G.-District-Court Appointment-\$7115.00; NADCP-Segregated-Registration Training-\$9405.00; NAPA Auto Parts-Riverton-Transportation-Parts & Supplies -\$58.20; Norco Inc-Vehicle Maintenance-Account -\$32.13; Novo Benefits-Health Benefit Plan-Insurance Services-\$4961.51; Over, Ernest-Operation Safeguard-Incident Command Mileage-\$3.20; Peterbilt of Wyoming-Vehicle Maintenance-Parts -\$83.03; Quick Set Auto Glass-Vehicle Maintenance-Windshields, Repairs-\$450.00-RELX, Inc.-County Attorney-Research Subscriptions-\$595.00; Rocky Mountain Power-Segregated-Utilities-\$10009.13; Shoshoni, Town of-County Buildings-Water/Sewer-\$54.00; Spoonhunter, Leslie-Fremont County WIC-Reimburse Expenses-\$6.45; Thomas G Lofton, DDS-CAST\_Services -\$326.00; Tyler Technologies Inc-Capital Asset Acquisitions-Executime Implementation-\$585.00-Verizon Wireless-Segregated-Telephone Service-\$888.11; WCS Telecom-Transportation-Phone Service-\$27.64; WY Dept of Health-Health Nurse- Payroll Reimburse-\$41,777.93; Wyoming Waste Systems-Segregated-Services-\$2695.92.

The following items in the Signature File were reviewed: 1) thank you letter to Captain Kim Lee for service as Incident Commander for the COVID-19 Emergency Operations Center; 2) Abatement Summary cover page; and 3) Record of Proceedings. Mike Jones moved, Jennifer McCarty seconded, to approve Resolution No. 2020-10 "Appointment of a Special Prosecutor" from Hot Springs County. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve Amended and Restated Cooperative Agreement among the Wyoming Department of Transportation, City of Lander and Fremont County and the supporting Lander Urban Systems Advisory Committee By-Laws. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve an Application/Permit to Construct Access Driveway for Traci McClintic for Mustang Drive in Dubois. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a letter supporting Governor Gordon's efforts to work with the National Park Service to open Teton and Yellowstone National Parks as soon as possible. Voting against the motion: Clarence Thomas. Motion carried.

The following items in the Priority Mail were reviewed: 1) Letter of concern from Jim and Wendy Gibson for unfinished work on the Mortimore Lane project (Transportation Superintendent Billy Meeks was requested to provide a written report and photos for the next meeting). Jennifer McCarty moved, Mike Jones seconded, to approve the 2020 Distribution of \$17,000 in Petersdorf Hospital Trust Income as follows: \$8,500.00 (50%) to the REACH Foundation for further distribution to the Riverton Senior Citizens, Inc., Sepiternal

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Society, Inc., Fremont County Hospice and other such institutions or organizations providing medical services or benefits and comforts for older people not otherwise available in the Riverton area as determined by the REACH Foundation; \$6,120.00 (36%) to the Lander Senior Citizens Center; \$1,020.00 (6%) to the High Country Senior Citizens Center; and \$1,360.00 (8%) to the Shoshoni Senior Citizens Center. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve the Conflict of Interest Policy for the Martha Petersdorf Hospital Trust. Motion carried unanimously. The Wind River Visitor's Council proposed budget and operating plan was reviewed. Chairman Becker stated they would review the budget and invite the Council members to their June 2<sup>nd</sup> meeting to discuss their proposal. A Fremont County Government Accident Report was reviewed for damages to a Road Department 2005 Dodge Pickup. Jennifer McCarty moved, Mike Jones seconded, to accept the Transportation Superintendent's recommendation to total the vehicle. Motion carried unanimously. As replacement value is under the \$5,000 deductible with the County's liability carrier, Wyoming Association of Risk Management (WARM), the unit will be disposed of for parts.

The Public Comment period was held.

Executive Health Insurance Committee member Jim Anderson expressed the Committee's support of Wellness Coordinator Penny Fahey's request to move from a County employee to independent contractor for one year, as her husband has taken a job in Casper and they will be relocating. Committee member Margy Irvine was present in the audience. Clarence Thomas moved, Mike Jones seconded, to offer a monthly contract to Fahey while advertising to fill the vacancy at the same time. Motion carried unanimously.

County Planner Steve Baumann presented a plat for Crooked Creek Subdivision, Lots 1, 2, 3 & 8, Re-Subdivision. The Subdivision is located off Union Pass Road and adjacent to the Crooked Creek Resort west of Dubois. Additional property was purchased and the primary purpose of the re-subdivision is to add space to the existing lots which will enhance their ability to provide replacement space for their small wastewater systems. The Re-plat was approved by the Fremont County Planning Commission during their December 5, 2019 meeting. Jennifer McCarty moved, Clarence Thomas seconded, to approve the Crooked Creek Subdivision Re-plat as recommended. Motion carried unanimously.

Building Maintenance Supervisor J.R. Oakley presented a sample of the sneeze/security screen being permanently installed in the Assessor, County Clerk, Treasurer, Election and Clerk of District Court teller areas. Other offices (Public Health, Planning, and Justice Center) will be receiving free standing screens. His intent is to have the screens on the main Courthouse Floor (Assessor, Clerk, Treasurer) installed by Monday, May 18, 2020. He further plans to have the company provide disinfecting/sanitizing services in the Courthouse prior to that date. All other County buildings will have the service provided this week as well. Oakley had received quotes on large signs to be placed in the Courthouse regarding the COVID-19 stipulations and process when customers enter. He was given authorization to purchase six with bases, which can be re-used for other purposes when no longer needed for COVID related issues. Radio ads for re-opening were discussed and an amount between \$1,200 and \$1,500 was recommended. Employees will still be requested to park in the rear parking. In an effort to get the Courthouse ready to open to the public on May 18<sup>th</sup>, he stated there may be overtime incurred. Clarence Thomas moved, Mike Jones seconded, to approve overtime associated with opening the Courthouse up to business in a safe way. Motion carried unanimously.

Clarence Thomas moved, Mike Jones seconded, to adjourn into Executive Session with Transportation Superintendent Billy Meeks and County Planner Steve Baumann regarding potential litigation. Motion carried unanimously. Mike Jones moved, Clarence Thomas seconded, to return to Regular Session. Motion carried unanimously.

Deputy Treasurer Jim Anderson provided a report on Anticipated Revenues. Present in the audience was Treasurer Tom Majdic and Assessor Tara Berg.

The budget work session commenced and County Clerk Julie Freese informed the Commissioners that they will need to cut \$2.5 million out of the current FY 2020-2021 budget requests. The Commissioners asked Freese to send out an e-mail immediately asking all departments: 1) to not spend any more money from now thru June 30 unless absolutely necessary; 2) review their new budget proposal and re-figure how much you think you will use in your budget in this current fiscal year, as these figures are used to help calculate the Fund Balance Carryover; 3) review the anticipated revenue and see if this needs adjusted up or down; 4) see what you can voluntarily cut from the proposed budget and make this your new budget request. Further, the Commissioners asked the Departments to forward any ideas to help reduce the county budget by \$2.5 million. Then hypothetically, each Department to provide a narrative of what they would have to cut if their

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budget was reduced by 10% and then by 30%. The Commissioners will continue the budget work session at their next meeting after reviewing the updated budgets from all Departments.

Jennifer McCarty moved, Clarence Thomas seconded, to adjourn the meeting at 2:15 p.m. and reconvene for a Regular Meeting on May 18, 2020. Motion carried unanimously

A full detailed report and the official minutes are posted on Fremont County's website at [www.fremontcountywy.org](http://www.fremontcountywy.org).

/s/ TRAVIS BECKER, CHAIRMAN  
FREMONT COUNTY COMMISSIONERS

ATTEST:

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