

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
JUNE 21, 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, Vice-Chairman Larry Allen, Jennifer McCarty, Clarence Thomas and Michael Jones. County Clerk Julie A. Freese was present.

Larry Allen moved, Jennifer McCarty 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 on February 8, 2022. Motion carried unanimously.

Jennifer McCarty moved, Larry Allen seconded, to accept the bills for payment. Motion carried unanimously.

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
B & B Enterprises LLC	Planning	Signs & Supplies	\$285.00
Bailey Enterprises, Inc	Segregated	Vehicle Fuel	\$32,932.70
Barnes, William D	District Court	Jury Duty	\$30.00
Bell, James P	District Court	Jury Duty	\$30.00
Big Horn Co-Operative	Transportation	Parts & Supplies	\$11.53
Bowlsby, William J	District Court	Jury Duty	\$215.40
Brower, Richard	District Court	Jury Duty	\$213.60
Brown, Cordell E	District Court	Jury Duty	\$46.65
Burden, Dan	County Elections	Security System	\$6,064.50
Capital Business Sys. Inc	Covid 19 Grant	Supplies & Service	\$64.89
Carroll Septic Service	Transportation	Services	\$150.00
Charter Communications	Computer Services	Internet Service	\$229.98
Cochran, Jeremy B	District Court	Jury Duty	\$57.00
Coombs, Jefferson B	Cast	Expense Reimbursement	\$234.62
Cox, Jon P	District Court	Jury Duty	\$220.80
Crosseyed Custom Rifles LLC	Detention Center	Misc Weapons / Parts	\$114.00
Redacted	Health Promotion	Wellness Incentive	\$300.00
Danyne Cooper Counseling, LLC	Cast	Contractual Services	\$1,000.00
Desert Mountain Corporation	Road Construction	Mag Chloride	\$54,737.79
Desmond, John R	District Court	Jury Duty	\$66.45
Dickinson, Sherri L	District Court	Jury Duty	\$213.60
Dieken, Paul A	District Court	Jury Duty	\$30.00
Dolbow, Vincent E	District Court	Jury Duty	\$264.00
Dykman, Megan K	District Court	Jury Duty	\$52.95
Edwards Communications	Prevention Program	Radio Advertising	\$584.00
Ellsworth, Deborah S	District Court	Jury Duty	\$30.00
Evosite Inc	Capital Asset Acquisitions	Chairs / Equipment	\$12,771.45
Federal Express Corp	Detention Center	Shipping Fees	\$12.60
Floyd's Truck Center WY	Vehicle Maintenance	Parts	\$65.80
Foutz,Traci L	Covid 19 Grant	Expense Reimbursement	\$185.60
Freed,Erin A.	District Court	Jury Duty	\$30.00
Redacted	Health Promotion	Wellness Incentive	\$300.00
Redacted	Health Promotion	Wellness Incentive	\$900.00
Redacted	Health Promotion	Wellness Incentive	\$1,200.00
Gale, Jade R	District Court	Jury Duty	\$235.20
Gardner, Bridget A	District Court	Jury Duty	\$59.70
Redacted	Health Promotion	Wellness Incentive	\$480.00
Redacted	Health Promotion	Wellness Incentive	\$390.00
Giddings, Jamie V	District Court	Jury Duty	\$54.30
Redacted	Health Promotion	Wellness Incentive	\$300.00
Griffin, John	District Court	Jury Duty	\$49.80
Guinard, Sarah E	District Court	Jury Duty	\$54.30
Hall, Kinsy R	District Court	Jury Duty	\$220.80
HDR Engineering Inc	Transportation	Engineering	\$9,996.23
Hehr, Jo	District Court	Jury Duty	\$53.85
Hehr, Ryan B	Prevention Program	Admin Assistance	\$94.25
Hill, Annette K	District Court	Jury Duty	\$56.55
Redacted	Health Promotion	Wellness Incentive	\$300.00
Jahnke, Alex W	District Court	Jury Duty	\$53.85

Jamerman, Jodee L	District Court	Jury Duty	\$66.00
Johnson-Duenas, Breana	County Elections	Expense Reimbursement	\$31.41
Kairos Broadcasting LLC	Prevention Program	Advertising	\$1,385.00
Kiser, Denica A	District Court	Jury Duty	\$74.10
Kummer, Cody W	District Court	Jury Duty	\$52.95
Lamar, Robert J	District Court	Jury Duty	\$235.20
Lander Medical Clinic PC	Detention Center	Inmate Medical	\$302.60
Lawson Products, Inc	Vehicle Maintenance	Parts & Supplies	\$163.49
Loden, Brandon R	District Court	Jury Duty	\$76.35
Marchant, Kayden S	District Court	Jury Duty	\$56.55
Mark, Yevonne M	District Court	Jury Duty	\$53.40
Marquart, Daniel J	District Court	Jury Duty	\$120.00
Massey, Tom G	District Court	Jury Duty	\$120.00
Mcgowan, Scott J	District Court	Jury Duty	\$30.00
McLeod, Vernon D	District Court	Jury Duty	\$65.10
Mcmurray, Gaylan L	District Court	Jury Duty	\$30.00
Redacted	Health Promotion	Wellness Incentive	\$210.00
Redacted	Health Promotion	Wellness Incentive	\$300.00
Redacted	Health Promotion	Wellness Incentive	\$90.00
Meredith, Deborah A	District Court	Jury Duty	\$30.00
Redacted	Health Promotion	Wellness Incentive	\$300.00
Midwest Connect	Support Services	Postage Supplies	\$417.00
Miller, Margaret	District Court	Court Appointments	\$247.50
Mitchell, Linda J	District Court	Jury Duty	\$53.85
Mittelstadt, Stacey E	District Court	Jury Duty	\$30.00
Mr D's Food Center Inc	Detention Center	Supplies	\$122.16
Myers, Jennie L	District Court	Jury Duty	\$30.00
Norco Inc	Transportation	Supplies	\$10.54
Olson's Auto Body & Towing	County Sheriff	Vehicle Repair	\$4,251.97
Orkin LLC	County Buildings	Pest Control Service	\$129.00
Pavillion, Town Of	County Buildings	Water Utilities	\$122.29
Peterbilt Of Wyoming	Transportation	Parts	\$3,450.16
Pozarik, Lorraine	District Court	Jury Duty	\$30.00
Premier Vehicle Install Inc	Capital Asset Acquisitions	Sheriff Vehicles	\$42,795.65
Pruett, Elizabeth S	District Court	Jury Duty	\$30.00
Quadient Leasing USA Inc	County Attorney	Postage Meter Lease	\$266.52
Quill Corporation	County Attorney	Office Supplies	\$228.64
Rasco, Billy L	District Court	Jury Duty	\$235.20
Reed's Moghaun Office Supply	County Elections	Office Supplies	\$143.73
Remote Satellite Systems	Search & Rescue	Satellite Telephone	\$56.00
Riverton Physician Practices LLC	County Sheriff	Drug Testing	\$302.00
Riverton Ranger, Inc	Segregated	Advertising	\$2,922.23
Robeson, Scott S	District Court	Jury Duty	\$35.40
Robinson, Wayne M	District Court	Jury Duty	\$36.75
Robison, John L	District Court	Jury Duty	\$53.40
Sagewest Health Care	Detention Center	Inmate Medical	\$12,320.57
Shakespeare, Brylee	District Court	Jury Duty	\$46.65
Sheridan, Shallery L	District Court	Jury Duty	\$141.60
Sims, Megan M.	District Court	Jury Duty	\$53.85
Skaggs Companies Inc	County Sheriff	Uniforms/Supplies	\$119.85
Smith Psychological Services	Detention Center	Services	\$400.00
Smith, Mariah	Prevention Program	Administrative Assistance	\$412.50
Sphatt, Allen A	District Court	Jury Duty	\$99.30
Redacted	Health Promotion	Wellness Incentive	\$300.00
Redacted	Health Promotion	Wellness Incentive	\$300.00
Sweeney, Owen M. Jr	District Court	Jury Duty	\$30.00
Traveling Computers	Computer Services	Computer Supplies,Services	\$24,551.46
T-Y Excavation Inc	Transportation	Road Maintenance	\$6,915.00
Union Telephone Company	Segregated	Cellphone Service	\$398.84
Vermeire, Nicholas J.	District Court	Jury Duty	\$110.55
Vigil, Rubel	District Court	Jury Duty	\$120.00
Weigel, Emily D	District Court	Jury Duty	\$30.00
Western Printing, Inc	County Elections	Printed Supplies	\$7,262.30
Whiskey Mountain Woodworks LLC	Cast	Program Plaques	\$60.00
Wilhelm, Jessica D	District Court	Jury Duty	\$30.00
WY County Assessors Assoc.	County Assessor	Dues / Registration	\$290.00
Wyoming 4 X 4 Inc	Vehicle Maintenance	Parts / Supplies	\$156.77
Wyoming Dept Of Transportation	Segregated	Wydot Fuel	\$2,624.47

The following Title XXV bills presented: Wyoming Behavioral Institute in the amount of \$3,016.00 and Cloud Peak Counseling Center in the amount of \$6,175. Mike Jones moved, Jennifer McCarty seconded, to accept both vouchers for payment. Motion carried unanimously.

The following items in the Priority Mail were reviewed. Certificate of Assessment Roll for the year 2022-2023 for Warm Springs Water District, Mountain View Water District, Mountain View Water Acres Improvement District, Enterprise Watershed Improvement District and Midvale Irrigation District. The Assessment Rolls were acknowledged as presented. A Save the Date memo announcing the 2022 WACO Conference for September 27-29, 2022 in Gillette was reviewed. As this conference has been moved to the fourth week instead of the traditional third week, the Commission meeting schedule of September 27<sup>th</sup> was discussed. Jennifer McCarty moved, Mike Jones seconded, to amend the 2022 Commission Meeting Schedule to meet September 20, 2022 and cancel the September 27, 2022 meeting to accommodate the WACO meeting dates. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) letter to Wind River Intertribal Council regarding transfer of 17-Mile Road to the Tribes; 2) The DOWL Standard Agreement for Professional Services for the Road Surface Management Plan was reviewed. Jill Johnson, Transportation Department Administrative Assistant was present and stated Superintendent Billy Meeks had reviewed the Deputy Civil Attorney's Memo comments and Meeks had concurred. As a result, the County Attorney's Office will proceed with negotiating the changes mentioned with DOWL prior to approval; 3) Acknowledged a letter to Jim Corbett from the Museum of the American West reminding them they have 1 year to use their money and report this to the commissioners; 4) Acknowledged a letter to Steve Baumann thanking him being the viewer in the matter of the Petition to Vacate Spur Road Connected to Deer Valley; 5) Acknowledged thank you letters for outgoing county board members Rick Metzger and Susan Gose, Library Board, Steve Baumann, Solid Waste District Board and Tom Jones, Planning Commission; and 6) Record of proceedings. Black Hills Wyoming Gas, LLC application for a Bore, Cut, Overhead and Parallel Public Utilities Right-of-Way for Zuber Road and Red Butte Drive Road were reviewed. Larry Allen moved, Jennifer McCarty seconded, to approve both applications. Motion carried unanimously. A Cooperative Agreement between Wyoming Department of Transportation and the Fremont County Commissioners was reviewed to outline terms and conditions by which the County and WYDOT will complete a Reconnaissance Report or the removal and replacement of Structure No. IVO over Haymaker Draw. Larry Allen moved, Jennifer McCarty seconded, to approve the Agreement. Motion carried unanimously. An Amendment and Extension to the Fuel Supply Contract Fremont County Government, the Fremont County Solid Waste Disposal District and Bailey Enterprises, Inc./Bailey Oil Company was reviewed to extend the contract another year (ending in 2023) and to increase all prices listed in the original contract attachment by \$.04. Larry Allen moved, Jennifer McCarty seconded, to approve the Amendment and Extension. Motion carried unanimously. A MOU between Wyoming Department of Health and Fremont County for the Maternal Child Health program was reviewed for an amount not to exceed \$296,000. Larry Allen moved, Jennifer McCarty seconded, to approve the Contract. Motion carried unanimously. The Notices of Award for the MOVE Start Up Award balance for Alicia Rux, Cottonwood Creek Wool, Daniel Bristol Stewart, High Country Fungus, and Eric Locker, Locker Custom Cabinets were reviewed. Larry Allen moved, Jennifer McCarty seconded, to approve distributing the balance of their awards. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve a Contract between Wyoming Department of Health, Behavioral Health Division and Fremont County Commissioners as Governing Body for the Juvenile Treatment Court of Fremont County for an amount not to exceed \$187,509.48. Motion carried unanimously. Larry Allen moved, Clarence Thomas seconded, to approve a Contract between Wyoming Department of Health, Behavioral Health Division and Fremont County Commissioners a Governing Body for the Court Assisted Supervised Treatment of Fremont County for an award not to exceed \$200,272.20. Motion carried unanimously.

The Public Comment period was held. Sallye Kessler, a resident of Riverton who owns property west of Dubois (Union Pass) was present. She informed the Commissioners that she hoped they would work to strengthen subdivision rules with the nature of the subdivisions regarding requirements of simple subdivisions. It would be nice to find a way to balance residential communities with the new upcoming Air Bed and Breakfast entities cropping in simple subdivisions. These Air BNB's are not registered with the Secretary of State's Office and they aren't residential as simple subdivisions require. Kessler wants to be on an upcoming Commission Agenda to have further conversations with the Commission and Planning.

Steve Baumann, County Planning, presented the Frank Estates Subdivision Tract 2 Re-Sub-division. This is located south of Lander on Snyder Road. The owner of tract 2 wants to divide off 1 acre for a family

member to build a house. The Planning Commission unanimously approved this request. There was discussion on the sizes of acreages and well water. Jennifer McCarty moved, Clarence Thomas seconded, to approve Frank Estates Subdivision Tract 2 Re-Subdivision as recommended by Fremont County Planning Commission. Motion carried unanimously.

County Attorney Pat Lebrun was present to discuss a proposed adjustment to his budget. He has received notice that the Victim Witness funding from the State has been reduced by \$13,000. With the SOC adjustment increase from the Commissioners last fall, they need to increase their transfer in the County Attorney's budget to \$48,126. Discussion was held on whether he needs two full-time people in the office to which he responded the necessity of two positions to help victims navigate through the complex judicial process. Mike Jones moved, Jennifer McCarty seconded, to approve the increased funding for a transfer to the VOCA program in the County Attorney's budget. Voting against the motion: Clarence Thomas. Motion carried.

Jerimiah Rieman, Wyoming County Commissioners Association Executive Director, was present to answer questions about the Park County bill for educational training for the congressional staff learning about Wyoming issues. He distributed a WCCA Memo titled Wyoming Congressional Tour Initiative Proposal which gave a program overview. Chairman Becker stated he understands this but doesn't think we should pay for non-Wyoming congressional staffers to be educated and paid out of the county funds to learn about Wyoming. Jerimiah explained that this program is expected to be a program which will be an ongoing process. This year's fees for Fremont County would be \$1600 and matches the FRNPA grant from the governor's office. The funds do roll over at the end of the year if there is a balance in the fund meaning that future years' funding could be less. This could grow to municipalities paying into this fund as well. Most of the funding goes for meals for the events. Larry expressed concern that it's \$1600 this year and then next year it might be \$2000 and later \$5000. Larry struggles with not knowing the future cost of this program. Jerimiah also stated there is an WCCA Memorandum of Understanding that outlines the total collected statewide will be \$25,000 and the County amount is based on the dues formula per County. Dues are based on 5 factors: Population, PILT, assessed value, direct distribution, sales tax use and another issue. If these stay the same, the dues wouldn't increase. Jennifer, feels like WCCA is bribing staffers to get off of their seats to learn about things that should concern them without having to bring them to our state to learn about the concerns. Jerimiah understood her concerns but wanted to address that he doesn't feel this is a bribe. It is more an incentive to bring them to learn about Wyoming's concerns and issues from the ground level. He thinks Fremont County has a lot of unique situations that would be of interest to these staffers when it comes Fremont County's time to host. Jerimiah stated that counties who have hosted, have paid the cost of what it takes when they are here which comes to about \$2,500 per participant and they expect to host about ten staffers per year. Counties would host these staffers on an approximate 5-year rotation. WCCA has planning phases and the tour started in August in Cody. Jerimiah gave an example of the type of tour they will give them of the industries of several basin counties. Chairman Becker asked how does WCCA measure the success or failure of these efforts. Jerimiah said they are figuring along the way and he's not sure when they can see whether this helps in congress. Becker expressed concerns that this doesn't become part of the annual dues and Jerimiah stated it wouldn't as it's a separate MOU.

**Dispatch Budget.** Sheriff Ryan Lee and Carl Freeman were present. Fire Warden Craig Haslam and Treasurer Jim Anderson was also present. This is a Special Revenue Budget with last year's budget being \$1,621,835 and this year's request at \$1,694,321. Most of this increase is in the SOC approved adjustments in November of 2021. The revenue is generally from the E-911 surcharge of \$.75 per wireless and hard wired accesses. E-911 revenue should raise \$408,769 and they will recommend continuing with the \$.75 surcharge which will be discussed at public hearing on June 27, 2022 at 5:30 p.m. The rest of the funding comes from agency call volume charges to emergency entities in the amount of \$335,431 (internal users) and outside users of \$545,491. Commissioners discussed the bill for new chairs in the amount of \$12,000 which was not in the last year's budget. Freeman agreed but chairs for dispatchers are in the 5-year plan and due to adequate cash reserves, they replaced them as needed. Anderson explained that that type of expenditure won't show up on the chart of accounts, as an enterprise fund, they show up on a balance sheet. A Dispatch Committee worked to approve the upcoming call volume fees and there is a consensus that those listed on the list are in agreement and Treasurer Anderson will bill these amounts. Craig Haslam is the current Committee Chairman. Craig stated there is no agreement signed with any agencies at this point and they haven't had an agreement in place in the past. He reiterated that the Fire District has not received the service they agreed upon in the past and, as a result, have been overbilled, there has been no set schedule of what they have paid. Chairman Becker reminded Craig they need to pay and Craig referenced a recent letter he sent to the

Commission stating the Fire District has over paid in the past. Sheriff Lee stated he's sent out the "boiler plate" agreements for review. Chairman Becker is giving them both one month to come to an agreement or they will work towards mediation as the Dispatch Department must be funded by those entities that use it.

Steve Baumann, Planning Department Supervisor, was present for the public hearing regarding the proposed Fremont County Planning and Rural Addressing FY 2023 Fee Schedule. The end of the 45-day comment period has elapsed and two comments were acknowledged. The fee schedule that is "loaded" has personnel costs included, where the "unloaded" fee means no personnel costs are included. Commissioner Thomas stated that these proposals are both a positive and a negative. There are lots of people coming in to the county and building; however, this is a burden fee for the constituents and he asked how the "loaded" fees help the county. Baumann stated that not too many years ago, the county was struggling to have enough funding and this was a way to recoup the employee's work. The Commission looked at a lighter version, and if the county felt they were in better shape, they could provide lesser fees to cover a more significant portion of their employee and office costs. Commissioner McCarty stated that when discussed, the "loaded" fee structure is pretty reasonable. Jennifer McCarty moved, Mike Jones seconded, to accept the loaded fee schedule. Voting against the motion: Clarence Thomas and Travis Becker. Motion carried.

Jason Lund from Carver, Florek and James CPA's presented Fremont County FYE2021 Audit Report. Jim Anderson and Julie Freese were present. Jim stated it is posted on the website and the full bound copies will be done and out to the Commissioners soon. Clarence stated that it was his full expectation from auditors that they will relay to the county what we need to have done in the future to get the audit out sooner. Clarence also expressed to Jim that he hasn't provided what the commission needs to see and how to address any deficiencies. He also felt that Jim's actions (or non-actions) are not appropriate and that is based on the fact that he has a small amount of paperwork in front of him today. For the future, he expects to see the full audit when the auditor is here to present from Jim and committee. Chairman Becker stated that he hoped Jim was working on a corrective action and is preparing to hire an outside auditor to help get the information needed for the official auditors for FYE 2022 to which Jim confirmed he was doing.

Board applicants were interviewed. John Bass for the Wind River Visitor's Council, Thomas Herret and Jeremy Crew for the Museum Board, Margaret Wells and Bobby Hague for the Recreation Commission and Kip Post for the Wind River Visitor's Council. Clarence Thomas moved, Larry Allen seconded, to appoint Thomas Herret and Jeremy Crews to the Museum Board, Margaret Wells and Bobby Hague to the Recreation Board and Kip Post to the WR Visitor's Council. Motion carried unanimously.

Helen Wilson, Executive Director of the Wind River Visitor's Council, and Lander Chamber Director Owen Sweeney were present to continue discussion on the budget. Commissioner Becker stated that he feels that 50% of the budget as cash reserve is still too much. Helen explained that due to a good tourism year, their carryover is much better in this budget. Chairman Becker continued to ask where Fremont County's portion was. Commissioner Jones stated that the county has a "chamber-like" entity in the Recreation board to have them take applications and pay the county's TAD grants to successful applicants. There was still much discussion budget and there was no motion to approve it. Wilson was asked to return the following meeting.

Larry Allen moved, Jennifer McCarty seconded, to adjust the July Commission Meeting Schedule to July 5 and 19, 2022 only. Motion carried unanimously. The July 12<sup>th</sup> meeting was cancelled by the action.

County Clerk Julie Freese discussed that Health Insurance rates which have not been approved. The discussion was that it is customary to have the employees pay half of the percentage of increase to the plan. She stated that the budget for Health insurance will be placed on the budget hearing schedule sooner in the future. Further discussion will be held at the June 28, 2022 meeting when a final decision will need to be made.

There being no further business, Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 11:30 a.m. and reconvene for a Special Meeting at 5:30 p.m. on June 27, 2022 for the public hearing for the proposed FY 2022-23 budget. Motion carried unanimously.

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