

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
JUNE 30, 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. Fremont County Clerk Julie A. Freese was present. Chief Civil Deputy Attorney Jodi Darrough was present via speaker phone.

Jennifer McCarty moved, Clarence Thomas 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 June 23, 2020. Motion carried unanimously.

Larry Allen moved, Jennifer McCarty seconded, to accept the bills for payment. Chairman Travis Becker abstained from voting on The Print Shop voucher. Motion carried.

<u>Name</u>	<u>Department</u>	<u>Description</u>	<u>Total Cost</u>
A & I Distributors	Vehicle Maintenance	Oil/Fluids	\$140.70
Airgas USA LLC	Operation Safeguard	Supplies COVID 19	\$437.80
Alexander Excavation	1% Gravel Projects	Contract Services	\$7,947.50
Allen, Larry	County Commission	Reimburse Expenses	\$420.00
Artery Construction Inc	1% Gravel Projects	Contract Services	\$5,980.00
Bank of the West	Operation Safeguard	Credit Card Charges	\$57.93
Bank of the West Acct Analysis	Investment Pool	Bank Charges	\$41.37
Black Hills Energy	Segregated	Utility Service	\$2,637.86
Bloedorn Lumber-Lander	Operation Safeguard	Materials, Supplies	\$97.19
Boyle Electric Inc	County Buildings	Services	\$382.87
Charm-Tex Inc	Detention Center	Inmate Supplies	\$126.90
Charter Communications	Detention Center	Services	\$215.68
Clifford, Gregory P. MD PC	Detention Center	Inmate Medical	\$2,352.00
Desert Mountain Corporation	Transportation	Contract Service	\$11,736.21
Dubois Hardware CO	Transportation	Supplies	\$7.49
Election Systems & Software, Inc	County Elections	Election Equipment	\$6,363.19
Floyd's Truck Center WY	Vehicle Maintenance	Parts	\$30.00
Fremont County Treasurer	Health & Welfare	Property Tax -SageWest Health Care	\$262,953.50
Fremont Motor Riverton Inc	Vehicle Maintenance	Parts/Supplies	\$77.47
Fremont Orthopaedics PC	Detention Center	Inmate Medical	\$399.00
Grainger	County Buildings	Materials/Supplies	\$494.13
Illinois Office Supply	County Elections	Primary Election Ballots	\$7,690.05
Injury Prevention Resources	CAST	Contractual Services	\$1,185.00
Lander Medical Clinic PC	Detention Center	Inmate Medical	\$2,153.05
Medical Imaging Associates of Idaho	Detention Center	Inmate Medical	\$416.00
Moore, Christy L.	Detention Center	Inmate Uniform Repairs	\$45.50
Mountain Dental PC	Detention Center	Inmate Medical	\$726.00
National Business Systems Inc	County Treasurer	Postcards	\$2,000.00
Natrona County Attorney	Health & Welfare	Title 25 Services	\$4,700.00
NMS Laboratories	County Coroner	Toxicology Services	\$1,383.00
Pedersen, Judith	Culture & Recreation	Reimburse Supplies	\$435.50
Peterbilt of Wyoming	Vehicle Maintenance	Parts	\$868.99
Print Shop, The	County Elections	Printed Office	\$1,418.00
Reed's Moghaun Office Supply	Youth Services	Office Supplies	\$24.75
Riverton Search & Rescue	Search & Rescue	Reimburse	\$666.76
Riverton, City of	County Buildings	Water/Sewer	\$1,044.40
Sagewest Health Care	Detention Center	Inmate Medical.	\$11,177.67
Schreiber, Steve	Transportation	Reimbursement	\$6.29

County Commissioners Meeting
June 30, 2020

Shirts & More Inc	Operation Safeguard	Voter Drop Boxes COVID-19	\$360.00
Sysco Montana Inc	Detention Center	Inmate Supplies	\$1,737.45
Tactical Solutions International Inc	Search & Rescue	Equipment/Expenses	\$800.00
Tegeler & Associates	Detention Center	Notary Bond	\$50.00
Terrance R. Martin PC	District Court	Contractual Services	\$513.75
Traveling Computers	Computer Services	Computer Supplies, Services	\$1,486.00
Tyler Technologies Inc	Capital Asset Acquisitions	Executive Implementation	\$65.00
US Foods Inc	Detention Center	Inmate Board	\$2,665.96
Verizon Wireless	Segregated	Cellphone Service	\$165.10
Western Printing, Inc	Segregated	Printed Supplies	\$1,003.57
Wind River Towing	County Sheriff	Abandon Vehicle Towing	\$320.00
Wind River Vet Service	County Sheriff	Dog Boarding	\$160.00
Wyoming Dept of Transportation	Segregated	Fuel	\$1,908.09
Wyoming GAL Program	District Court	Guardians Ad Litem	\$8,164.74
Wyoming Supreme Court	District Court	Salary Reimbursement	\$7,836.75

Clarence Thomas moved, Jennifer McCarty seconded, to accept a voucher from Wyoming Behavioral Institute in the amount of \$6,023.00 for seven Title 25 patients. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Record of Proceedings. Larry Allen moved, Jennifer McCarty seconded, to approve a Road Maintenance Contract for the Dubois Area with T-Y Excavation for FY 2020-2021. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve an Amendment to the Magnesium Chloride Supply Contract with Desert Mountain Corporation. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve a Business Associate Contract between Fremont County and Penny Fahey. Motion carried unanimously.

There were no action items in the Priority Mail.

There was nobody present for public comment.

Commissioner Mike Jones reviewed a document he drafted titled "A guideline for prospective consultants interviewing with Fremont County Commissioners regarding an update to the 2004 Fremont County Land Use Plan." He suggested it be forwarded to the three consultants that have been selected to interview with the Commission on July 14, 2020 to better prepare them for their interview and outline the Commission's goals and objectives. Fellow Commissioners concurred and the document will be sent out.

Fremont County Planning Commission liaison Jennifer McCarty stated a board member has missed in excess of three regular monthly meetings. The By-Laws were reviewed which state "A vacancy shall be declared if a member of the Commission shall miss three consecutive scheduled meetings without proper explanation or cause." Jennifer McCarty moved, Larry Allen seconded, to remove Planning Commission board member Ray Price and announce a vacancy for the remaining one year of a three year term due to excessive unexcused absences." Motion carried unanimously. Planning Commission interviews had been held several weeks prior for two other vacancies on the Commission, with both incumbents being reappointed. The other applicant who interviewed was contacted to see if he was still interested in serving on the Commission. As a result, Jennifer McCarty moved, Larry Allen seconded, to appoint John Ferrelli to fill the vacant one year term on the Fremont County Planning Commission. Motion carried unanimously.

Interviews had been held the previous week for six vacancies on the Fremont County Historic Preservation Commission. One incumbent is still going to interview for reappointment but is unavailable until the July 7th meeting. Jennifer McCarty moved, Mike Jones seconded, to reappoint Judy Pederson to a three year term, new applicant Joyce Hartman to a three year term and Colleen Nelson and Nita Kehoe both to two year terms on the Fremont County Historic Preservation Commission. Motion carried unanimously.

Vehicle Maintenance Supervisor Brad Meredith and Transportation Superintendent Billy Meeks reviewed a Wyoming Association of Risk Management (WARM) review by their consultant ACE, regarding a damaged motor grader that has been sent to Wyoming Machinery Company in Casper. WARM is the

County Commissioners Meeting
June 30, 2020

County's property insurance provider. Initial estimates are \$81,047.70, not including any engine or possible frame damage. The Commission asked that the men clarify with WARM several items: 1) what is the tipping point where damages outweigh a new unit; and 2) warranty on a refurbished machine. Meredith expressed concern with the excessive repairs that will be required if it is indeed to be refurbished, and affirmation that it will be 100% going forward.

A Public Hearing was held at 9:30 a.m., as advertised, regarding budget adjustments. County Clerk Julie Freese reviewed the Unanticipated Revenues and Budget Transfers discussed the previous meeting, prior to advertising. Larry Allen moved, Jennifer McCarty seconded, to approve Resolution No. 2020-14 "FY 2019-2020 Budget Amendment No. 7." Motion carried unanimously.

A Public Hearing was held at 9:45 a.m., ending the 45-day public comment period on the uses of Title III County Funds. County Clerk Julie Freese stated the Secure Rural Schools and Community Self-Determination Act of 2000, requires that Fremont County must hold the comment period for the following projects for calendar year 2020: Search and Rescue \$15,000 and Fire Prevention Programs \$32,200. Having received no comments, Larry Allen moved, Jennifer McCarty seconded, to approve the Title III distribution as advertised. Motion carried unanimously.

The FY 2020-2021 proposed budget was discussed. Present in the audience were Library supporters Sandra Husa, Riverton Branch Manager Shari Haskins, Lander Branch Manager and Acting Director Anita Marple, Vance Countryman and Perry Marple, Sheriff Ryan Lee, Administrative Assistant Karla Lawrence and Dispatch Supervisor Carl Freeman, and Annette Bregar, Chance Marshall and Rachel Fisk, and later in the meeting, Assessor Tara Berg.

Sheriff Ryan Lee and Dispatch Supervisor Carl Freeman reviewed their recommendation made the following evening during the budget public hearing. Freeman gave an update on both the E-911 and Dispatch budget, and stated all anticipated revenue will come from User Fees from agencies for which Dispatch provides a service for and from the 911 surcharge money collected from each traditional and wireless devices. Freeman gave his recommendation to keep this surcharge at \$0.75 per line for a projected revenue total of \$348,069 with all agencies paying at 100% of actuals. Larry Allen moved, Jennifer McCarty seconded, to keep the E-911 \$0.75 per access line surcharge for the new fiscal year. Motion carried unanimously.

County Clerk Julie Freese and Deputy Treasurer Jim Anderson stated there is \$5 million in the Cash Reserve, with an additional \$610,000 specifically encumbered for Off Line Boards Cash Reserve. The final figures for fund balance is less than expected, and she informed the Board an additional cut of \$227,853 is needed to balance the budget. She has worked extensively with the Off Line Boards regarding their final expenditures and revenues. She is still waiting on the Recreation Commission, but Anderson stated an issue with taking all their Cash Reserve and moving to the General Fund will create a negative mill levy, and they won't receive revenue for vehicle registrations on which it is calculated. Their budget is for encumbrances already encumbered and for County assets (Green Mountain, Youth Camp, Rails to Trails).

Julie Freese recapped the changes made since the last meeting. A reduction of \$50,000 for County Attorney revenues, an additional \$35,500 in expense for the radio lease agreement with Communication Technologies, Inc.; and less carry over for the fund balance. When the Commissioners left last week, they still had \$90,000 to cut. Carry over funds have been adjusted and changes made to the budgets for health insurance and retirement amounts. Chairman Becker stated with these changes, the deficit has essentially tripled. Anderson felt the revenue figures he presented last week were still valid and the Board agreed to increase the revenue projection earlier by \$130,000 for a more optimistic approach for sales and use tax. The Cash Reserve is currently at the minimum amount of where it should be at. The County is deficit spending by already taking \$180,000 from the Capital Revolving Fund and more from the Cash Reserve, these are not sustainable funds, only a short term fix. The final budget cuts for the fiscal year have now totaled \$4.725 million. Freese suggested the remaining options: cut budgets more, Cash Reserve, Capital Revolving Fund, and building sale. Vice-Chairman Allen stated an additional 10% budget cut across the board would net \$210,000 and most departments can't cut any more. He suggested using \$114,000 Cash Reserve and \$114,000 from the Capital Revolving Fund to balance the budget. This is only a stop gap measure and we can expect a worse year next year. We need to send a very clear message to expect cuts next year, or even later this year. Concern was expressed that many of the Sheriff Office vehicles are high mileage and will now be kept instead of replaced, which could cause huge expenses in the future. Mike Jones moved, Larry Allen seconded, to move \$114,000 CRF and \$114,000 Cash Reserve to balance budget for FY 2020-2021 and make the commitment of putting revenue from the sale of county

County Commissioners Meeting
June 30, 2020

buildings directly back into Cash Reserve. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to adopt the FY 2020-2021 budget as amended. Motion carried unanimously.

Chairman Becker stated the financial team would review the budgets monthly. He thanked County Clerk Julie Freese, Assessor Tara Berg and Deputy Treasurer Jim Anderson for all their work during the process. He further thanked the Elected Officials and Department heads for their work to present sound budgets and reminded them they have to be part of the solution.

Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 10:25 a.m. and reconvene for a Regular Meeting on July 7, 2020. Motion carried unanimously

A full detailed report (for informational purposes only) 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