

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
JULY 7, 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 (arrived later in the meeting), Jennifer McCarty and Clarence Thomas. Commissioner Michael Jones was absent. Fremont County Clerk Julie A. Freese was present.

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 Special Meeting held June 29, 2020 and the Regular Meeting held on June 30, 2020. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomas seconded, to accept the bills for payment. Motion carried unanimously.

<u>Name</u>	<u>Department</u>	<u>Description</u>	<u>Total Cost</u>
American Family & Life Insurance	Segregated	Insurance	\$7,839.01
Arcasearch Corporation	Clerk of District Court	Compass Site	\$2,800.00
Bailey Enterprises, Inc	Segregated	Fuel	\$18,981.00
Big Sky Communications Inc	Dispatch Center	Equipment	\$1,420.00
Bloedorn Lumber-Lander	Transportation	Materials, Supplies	\$17.99
Blue Cross Blue Shield of Wy	Co Admin	Health Insurance Claims	\$224,663.15
Caselle, Inc	Segregated	Annual Support	\$29,104.00
Child Support Services/ORS	Payroll	Child Support	\$325.00
Colonial Life & Accident Insurance	Segregated	Insurance	\$165.22
Desert Mountain Corporation	Transportation	Mag Chloride	\$24,020.15
Dierks, Richard	Transportation	Reimbursement	\$150.00
Dubois Frontier, The	County Elections	Advertising	\$52.20
Dubois Telephone Exchange	Segregated	Telephone	\$681.89
Election Systems & Software, Inc	County Elections	Supplies	\$20,089.56
Federal Express Corp	County Sheriff	Shipping Fees	\$39.40
Fremont Chevrolet GMC	Vehicle Maintenance	Parts/ Supplies	\$3,080.14
Fremont County Treasurer	Co Admin	Health Insurance	\$344,407.00
Fremont County Treasurer	Co Admin	Withholding/FICA	\$193,841.91
Fremont County Treasurer	Co Admin	Section 125 Benefits	\$46,895.43
Globalstar USA	Search & Rescue	Satellite Phone	\$185.34
Great West Trust	Segregated	Wyoming Benefits	\$7,210.00
Hasco Industrial Supply	Transportation	Materials/Supplies	\$1,282.50
HDR Engineering Inc	Harris Bridge Replacement	Engineering	\$36,660.17
Healthsmart Benefit Solutions	Segregated	Insurance	\$1,008.00
Injury Prevention Resources	Segregated	Contractual Services	\$2,805.00
Kisling, Lisa	District Court	Court Appointed Repr.	\$9,694.50
Lee's Operating Service Inc	1% Gravel Projects	Contract Services	\$2,585.00
Local Govt Liability Pool	Support Services	Membership Renewal	\$82,590.00
Mahlum, Zachary Hamilton	District Court	Court Appointed Repr.	\$88.55
Matthew Bender & Co., Inc	District Court	Services	\$917.36
Medical Imaging Associates of Idaho	Detention Center	Inmate Medical	\$651.00
Miller, Margaret	District Court	Office Rent	\$150.00
Napa Auto Parts-Riverton	Segregated	Parts & Supplies	\$2,353.57
Natrona County Circuit Court	Payroll	Garnishment	\$89.02
New York Life Insurance	Segregated	Insurance	\$133.11
Northern Arapaho Child Support	Payroll	Child Support	\$598.78
Post, Raymond	County Sheriff	Car Wash	\$151.64
Quill Corporation	County Sheriff	Office / Supplies	\$82.87
R T Communications	Segregated	Telephone Services	\$538.89
Ratigan, Daniel, M.D.	Detention Center	P.A. Supervisor Contract	\$4,950.00
Red Fox Homeowners Association	Transportation	Reimbursement	\$480.00
Reed's Moghaun Office Supply	Segregated	Office Supplies	\$88.05
Rocky Mountain Logistics Inc	1% Gravel Projects	Contract Services	\$5,335.00
Sagewest Health Care	Detention Center	Inmate Medical.	\$2,190.95
Secretary of State	County Sheriff	Notary Fee	\$30.00
Skaggs Companies, Inc	County Sheriff	Uniforms/Supplies	\$13,300.00
Snider, Yvonne	Sheriff Victim Services	Reimburse Mileage/ Expenses	\$214.40
Soule, Sierra	District Court	Office Rent	\$150.00

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Specialized Pathology Consult	County Coroner	Autopsy Fee	\$1,250.00
State Disbursement Unit	Payroll	Child Support	\$1,066.25
Total Net Salaries	Segregated	Salaries	\$629,293.65
Tyler Technologies Inc	Segregated	Software Support	\$64,926.34
Verizon Wireless	Youth Services	Cellphone Service	\$230.21
WCCA	County Commission	Dues	\$23,236.00
WARM. Property Insurance Pool	Support Services	Insurance Coverage	\$112,772.71
Whiting Law, P.C.	District Court	Professional Services	\$4,057.50
Wilkerson, James A, IV, MD PC	County Coroner	Autopsy	\$2,500.00
WY SDU	Payroll	Child Support	\$1,344.28
Wyo Child Support Enforcement	Segregated	Child Support	\$806.00
Wyo Dept of Workforce Services	Co Admin	Workers Comp	\$16,071.08
Wyoming Behavioral Institute	Health & Welfare	Title 25 Patients	\$6,023.00
Wyoming Machinery Co	Vehicle Maintenance	Parts & Service	\$2,322.89
Wyoming Retirement System	Co Admin	Contributions	\$146,061.95
Wyoming State Forestry Division	Support Services	Emergency Fire Premium	\$17,075.55

District Court Administrative Secretary Annette Bregar joined the meeting to discuss the Commissioner's concerns with some GAL invoices that were over one year. As this complicates budgeting within fiscal years, the Commission stated they would write a letter to the attorney's and ask that invoices be submitted within 90 days after their service. In other business, Bregar stated they have a budget for 3.4 jury trials and is not sure this will be adequate.

The following items were reviewed in the Signature File: 1) thank you letter to Ray Price for service on the Fremont County Planning Commission; 2) Adjustment to Assessment Summary; and 3) Record of Proceedings. Clarence Thomas moved, Jennifer McCarty seconded, to approve a Contract between State of Wyoming, Department of Family Services and Fremont County Board of Commissioners for FY 2020-21. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve Resolution No. 2020-15 "Appropriation Resolution" adopting the Official County Budget for FY 2020-21. Motion carried unanimously.

There were no action items in the Priority Mail.

There was nobody present for public comment.

Fremont County Planning Supervisor Steve Baumann stated the Fuel Contract with Bailey Enterprises, Inc. expires June 30, 2020 and he would like to extend it one year as per provisions in the contract agreement. Clarence Thomas moved, Jennifer McCarty seconded, to extend the Bailey Enterprises, Inc. Fuel Contract for Diesel and Gasoline for the County Fuel System for one year. Motion carried unanimously.

Vice-Chairman Larry Allen joined the meeting at this time.

County Fire Warden Craig Haslam informed the Commissioners that a fire restriction is needed and referenced the 76 fires over the weekend that included two structures (outbuildings) that were lost. There are currently red flag warnings issued. Larry Allen moved, Clarence Thomas seconded, to approve Resolution No. 2020-16 "Establishing Fire Restrictions for Fremont County" effective immediately. Motion carried unanimously. A News Release will be sent out stating any open fire or discharge of fireworks is prohibited, with several exceptions. The ban will be in place until Haslam informs the Board the danger of fire is past this fall.

HDR Engineer Kyle Lehto joined Transportation Superintendent Billy Meeks to present the Agreement between Owner and Contractor for the Harris Bridge Road: Structure Replacement Project with CC & G, Inc. As this is a 1% project, Chairman Becker stressed the importance of using local subcontractors whenever possible. They provided a status update on the Willow Creek Road Shoulder Repair Project. Meeks stated hot mix will be applied to Ethete Road and both the North Fork and South Fork Roads in Fort Washakie within the next several months. The condition of Union Pass Road was discussed and Meeks noted some regulatory signage has been stolen and noted the corners are in bad shape. He further stated they are seeing a rash of stolen signs county wide. Trucks parked along narrow roads in the Porcupine area was further noted as a concern. The Moneta-Lysite Road Shoulder Improvement Project is proceeding as scheduled. Commissioner Thomas asked Meeks to have his employees keep their eyes open for any suspicious activity they may see while they are out working in the county.

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Julia Stuble and Cheryl Frisbee interviewed for three year terms on the Fremont County Historic Preservation Commission. Larry Allen moved, Jennifer McCarty seconded, to reappoint Julie Stuble and appoint new applicant Cheryl Frisbee to the three year terms. Motion carried unanimously.

The Fremont County Benefits Death Benefits was reviewed. The beneficiary of a full time employee is entitled to receive the total sum of \$10,000.00 and a part-time employee will receive the total sum of \$5,000. Larry Allen moved, Jennifer McCarty seconded, to approve the Death Benefits policy for the next fiscal year with funding through the health benefit fund. Motion carried unanimously.

W.S. § 18-3-315 "Preparation and publication of annual statements" was reviewed as related to the County Commissioners duty to request a statement of the receipts and expenditures of the county during the preceding twelve months setting forth the source and amount of all receipts and the purpose and the amount of expenditures to be prepared upon reconciliation of all accounts by the county clerk and county treasurer, not later than September 30<sup>th</sup>. Larry Allen moved, Clarence Thomas seconded, to request said statement from the county clerk and county treasurer by the deadline of September 30, 2020. Motion carried unanimously.

County Clerk Julie Freese stated all absentee ballots have been mailed out and there is a new drop box located in the rear parking lot of the Courthouse.

Treasurer Tom Majdic stated he did not feel their budget was realistic, in light of required postage and office supplies needed.

Treasurer Tom Majdic presented an award to Candy Cullers in recognition of 30 years of service to the Treasurer's Office. Also present was Deputy Jim Anderson and Administrative Assistant Traci Mitchell. He stated she is often called upon from other counties to offer her advice and has even helped other counties out with weekend work. The County is extremely lucky to have somebody with her experience and diligence. The Commissioners also expressed their appreciation for her dedication to Fremont County.

Executive Health Insurance Committee member Jim Anderson presented the Administrative Services Agreement with BlueCross BlueShield as third party administrator. Larry Allen moved, Jennifer McCarty seconded, to approve the Agreement pending review by the County Attorney's Office. Motion carried unanimously.

County Clerk Julie Freese and Deputy Treasurer Jim Anderson reviewed the updated FY 2020-2021 budget. Freese stated it is still not certified, they continue to work with departments that have state grants and specifically noted the Public Health Department has been informed that the Maternal Child Health State General Fund award amount does not represent the correct award to Fremont County, that possible reductions are still under consideration, and that amount is not yet available. This make budgeting extremely difficult for grant funded programs. Freese noted that after working through all the adjustments made the previous weeks, there was no need to take an additional \$114,000 from Cash Reserve. The Library's Fund Balance and Revenues is up from their approved amount of \$1,209 million by \$154,000 as a result of an encumbered amount for their boiler project.

Commissioner meeting reports were given:

Commissioner Jennifer McCarty attended the Fremont County Planning Commission monthly meeting where several proposed subdivisions came before that board. They are continue to work on Subdivision regulations. She also attended the monthly Library Board meeting and they are working on bringing their benefits in line with the County's.

County Clerk Julie Freese stated that the annual WACO conference scheduled for September 22-24, 2020 has been cancelled. As a result, September County Commission meetings were discussed, which were originally scheduled in order to leave that week open so Commissioners could attend the conference. The determination was made to amend their 2020 meeting schedule to September 1, 8 and 22 instead of September 1, 8, 15 and 29.

Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 10:50 a.m. and reconvene for a Regular Meeting on July 14, 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](http://www.fremontcountywy.org).

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/s/ TRAVIS BECKER, CHAIRMAN  
FREMONT COUNTY COMMISSIONERS

ATTEST:

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