

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
SEPTEMBER 6, 2022

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, 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 August 23, 2022. Motion carried unanimously.

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

Bills are listed in the following format: Vendor – Department – Description – Amount: 71 Construction-Road Material Inventory-Materials -\$101415.60; A & I Distributors-Vehicle Maintenance-Oil/Fluids-\$353.10; Ace Hardware-Lander-Segregated-Materials/Supplies-\$235.75; Airgas USA LLC-Vehicle Maintenance-Supplies -\$71.32; Albright, Harold-Planning-Reimburse Mileage-\$75.60; American Family & Life Ins.-Segregated-Insurance-\$5476.24; Asbestos & Technical Services Inc-County Buildings-Asbestos Inspection Service-\$1838.00; B & B Enterprises LLC-Planning-Signs & Supplies-\$312.20; Bailey Enterprises, Inc-Segregated-Vehicle Fuel-\$34366.26; Barcodes LLC-County Elections-Supplies-\$422.63; Bennett, Ginger V.R.-County Elections-Canvass Services-\$60.48; Big Horn Tire Inc-Vehicle Maintenance-Vehicle Tires-\$9710.88; Bill Jones Plumbing & Heating-County Buildings-Supplies/Parts-\$154.27; Black Hills Energy-County Buildings-Utility Service-\$2145.28; Bloedorn Lumber-Lander-County Buildings-Materials Supplies -\$79.83; Blue Cross Blue Shield Of WY-Co Admin-Health Ins Claims-\$631806.52; Bowdel, Steven P.-Detention Center-Medical Services-\$375.00; Bradford Supply Co-Segregated-Supplies -\$16.19; California State Disbursement-Payroll-Child Support-\$50.00; Circuit Court-Payroll-Garnishment-\$344.04; Clarke, Susan A-Detention Center-Inmate Medical -\$2425.00; Clifford, Gregory P. MD PC-Detention Center-Inmate Medical-\$3081.00; Cloud Peak Counseling Center-Health & Welfare-Title 25 -\$7800.00; Cole, Maureen-County Elections-Expenses Reimbursed-\$178.88; Colonial Life & Accident Ins-Segregated-Insurance-\$807.55; Davis & Cannon LLP-County Attorney-Property Tax Appeal-\$19243.06; Dealers Electrical Supply-County Buildings-Materials/Supplies-\$154.10; DOWL LLC-Road Construction-Road Reconstruction-\$44844.47; Dubois Frontier, The-Support Services-Advertising-\$71.20; Dubois Telephone Exchange-County Sheriff-Telephone -\$717.30; Empower Trust-Segregated-Wyoming Benefits-\$6925.00; Fahey, Penny-Health Promotion-Wellness Program -\$2500.00; Floyd's Truck Center WY-Vehicle Maintenance-Parts -\$110.88; Foutz, Traci L-Covid 19 Grant-Mileage Reimbursement-\$77.00; Freese, Julie-Segregated-Expenses Reimbursement-\$69.20; Fremont Chevrolet GMC-Vehicle Maintenance-Parts/Repairs-\$47.60; Fremont Counseling-Lander-Health & Welfare-Title 25-\$4350.00; Fremont County Solid Waste-County Buildings-Dump Fees-\$5.00; Fremont County Treasurer-Co Admin-Health Insurance-\$358057.00; Fremont County Treasurer-Co Admin-Section 125 Benefits-\$36924.32; Fremont Motor Riverton Inc-Vehicle Maintenance-Parts/Supplies-\$238.60; Gee, Brian-Detention Center-Inmate Medical -\$1200.00; Grainger-County Buildings-Materials/Supplies-\$234.49; Groomsmith, Tauna-Prevention Program-Expense Reimbursement-\$130.18; Healthsmart Benefit Solutions-Segregated-Insurance-\$800.00; Hinds, Paula E.-County Elections-Canvass Services-\$153.44; James Tower, Kimber-Planning-Expense Reimbursement-\$28.80; John Deere Financial-County Buildings-Materials/Supplies-\$90.97; Johnson-Duenas, Breana-County Elections-Expense Reimbursement-\$18.95; Jones, Michael-County Commission-Mileage Reimbursement-\$180.00; Kisling, Lisa-Public Defender- Office Rent-\$600.00; Lander Valley Auto Parts-Vehicle Maintenance-Parts/ Supplies -\$7.82; Lander, City of-County Buildings-Water & Sewer-\$3773.16; Lawson Products, Inc-Vehicle Maintenance-Parts & Supplies -\$233.67; Lou's Drilling-County Buildings-Supplies -\$227.50; Mahlum, Zachary Hamilton-District Court-Court Appointment-\$998.55; Mark's Auto Sales & Towing-County Sheriff-Vehicle Towing -\$732.00; Miller, Margaret-District Court- Office Rent -\$300.00; Nations, Yesenia-County Elections- Expense Reimbursement-\$27.00; Natrona County Attorney-Health & Welfare-Title 25 -\$6980.00; New York Life Insurance-Segregated-Insurance-\$133.11; Nolan, Whitney L-County Sheriff-Court Services-\$153.75; Nolan, Melody-County Elections-Post Audit Service-\$28.00; Office Shop Inc, The-Segregated- Repair/Service -\$106.17; Payroll Taxes-Co Admin-Withholding/FICA-\$205849.57; Peterbilt of Wyoming-Vehicle Maintenance-Parts -\$630.91; Post, Raymond-County Buildings-Car Wash -\$64.91; Print Shop, The-County Elections-Printed Office -\$75.00; Quill Corporation-Segregated-Office Supplies-\$419.68; R C Lock & Key-Segregated-Materials/Supplies-\$96.00; R T Communications-Dispatch Center-Telephone -\$444.11; Ratigan, Daniel, M.D.-Detention Center-Supervisor Contract-\$6616.66; Riverton Winnelson Co-County Buildings-Materials/Supplies-\$2.71; Riverton, City Of-County Buildings-Water/Sewer-\$1252.86; Rocky Mountain Automatic Doors-County Buildings-Repair / Materials-\$120.00; Rodriguez, Jessica-Detention Center-Contract Services-\$4500.00; Sagewest Health Care-Health & Welfare-Title 25 -\$14875.00; Shultz, Kevin-Computer Services- Election Services-\$56.50; Smith, Mariah-Prevention Program-Administrative Assistance-\$292.46; Soule, Sierra-Public Defender-Office Rent -\$600.00; Specialized Pathology Consult-County Coroner-Autopsy Fee-\$2800.00; State Disbursement Unit-Payroll-Child Support-\$480.25; State of Wyoming-Public Defender-Office Rent -\$1650.00; Superior Ind. Supply & Equip. -Vehicle Maintenance-Lift Inspections-\$1792.00; Sweetwater Aire LLC-County Buildings-Supplies/Parts/Repair-\$584.99; Sweetwater County Sheriff-Detention Center-Inmate Housing-\$10370.00; Terrance R. Martin PC-Public Defender-Office Rent-\$600.00; Total Net Salaries-Segregated-Salaries-\$666775.81; Traveling Computers-Computer Services-Computer Supplies/Services-\$9562.49; Tumbleweed Propane Inc-County Buildings-Propane Services-\$1444.88; Tyler Technologies Inc-County Clerk- Software Support-\$24089.82; Valley Lumber & Supply Co Inc-

Transportation-Materials/Supplies -\$89.85; Whiting Law, P.C.-District Court-Professional Services-\$907.50; Wilson, Kevin L. RN-Detention Center-Inmate Medical -\$3100.00; WY Dept of Employment-Segregated-Unemployment Claims-\$2769.00; WY SDU-Payroll-Child Support-\$1480.00; Wyo Child Support Enforcement-Segregated-Child Support-\$1531.00; Wyo Dept Of Workforce Serv-Co Admin-Workers Comp-\$28929.98; Wyoming Behavioral Institute-Health & Welfare-Title 25-\$1508.00; Wyoming Retirement System-Co Admin-Contributions-\$161035.68; Wyonet Inc.-Computer Services-Telephone Service-\$5305.76; Zoro Tools Inc-County Buildings-Supplies-\$823.24.

The following items in the Signature File were reviewed: 1) letter of appreciation to Terri Castle for service on the Fremont County Fair Board; 2) letters to MOVE applicants requesting one-year final report; 3) Abatement Summary; and 4) Record of Proceedings. Mike Jones moved, Larry Allen seconded, to approve an Interim Wellness Coordinator Agreement between Fremont County and Penny Fahey effective until a permanent Coordinator is hired. Motion carried unanimously. Mike Jones moved, Larry Allen seconded, to approve a DOWL Standard Agreement or Professional Services for as-requested services. Motion carried unanimously.

Items in the Priority Mail were reviewed. Jennifer McCarty moved, Larry Allen seconded, to ratify Possum Pete's Catering Permit application for September 2-4, 2022 for the Rancher's Rodeo at the Wind River Rodeo Grounds in Pavillion. Motion carried unanimously. Receipt of the \$75 fee was acknowledged.

Chief Civil Deputy Attorney Jodi Darrough was joined by Executive Health Insurance Committee member Margy Irvine to discuss the MASA contract. It was recently found out that it was never executed on their end.

Assessor Tara Berg distributed a Wyoming Legislative Service Office Memorandum to the Property Tax Working Group/Joint Revenue Committee regarding a matrix of options for property tax relief.

Commissioner meeting reports were given:

Chairman Becker adjourned as the Board of Fremont County Commissioners and convened as the Fremont County Board of Equalization. Hearing Examiner John Schumacher proceeded over Docket No. 2022-11 Town of Shoshoni. Taxpayer counsel Marshall Keller, Keller Law Firm, was present, along with Shoshoni Town Clerk Chris Konia. Counsel for the Assessor, Jodi Darrough was present, along with Assessor Tara Berg. The hearing concluded at 11:00 a.m. Due to time constraints, deliberations will be held at a later meeting.

The Board adjourned as the Fremont County Board of Equalization and reconvened as the Board of Fremont County Commissioners.

Porcupine Subdivision resident Sallye Kessler returned to the meeting to continue discussion on her request for formal county recognition that short term rentals utilizing private residences be declared revenue generating commercial business.

Planning Department Supervisor Steve Baumann presented a proposed plat for Nordwick Subdivision, a proposed three lot Simple Subdivision located adjacent to the northern town limits of Shoshoni off Highway 20. Jennifer McCarty moved, Mike Jones seconded, to approve Nordwick Subdivision as recommended by the Fremont County Planning Commission. Motion carried unanimously.

Mountain Top Subdivision Lots 2A and 3A Re-Subdivision, located adjacent to Union Pass Road and Fir Road was presented. It will re-establish the original Subdivision boundary by adding back the vacated 3.16-acre area on the north side. Jennifer McCarty moved, Mike Jones seconded, to approve the Re-Subdivision as recommended by the Fremont County Planning Commission. Motion carried unanimously.

Porcupine Subdivision No. 2, a Portion of Lots 27 & 111 Re-Subdivision was presented, located west of Dubois on Porcupine Drive off Union Pass Road. The purpose is to take the current 9.64-acre parcel and divide it into two lots of 4.30 and 5.34 acres. The revision changes the lot lines to allow a single shared access point to the proposed lots allowing for significantly better access. Three individuals expressed comments and/or concerns and were all answered. Jennifer McCarty moved, Mike Jones seconded, to approve the Re-Subdivision as recommended by the Fremont County Planning Commission. Motion carried unanimously.

Walkaboutcreek Estates Simple Subdivision Partial Vacation of Estates 1 & 3 was presented, which is located approximately 1.2 miles east of Dubois off Highway 26 (generally known as the Longhorn Ranch RV Park). The entire subdivision is owned by one family and the owner wishes to sell the majority of the agricultural land and the RV Park and vacate a large portion of Estate 1 and a small portion of Estate 3 from the Subdivision and merge it with the adjacent agricultural land to the west, creating a 35+ acre parcel. Jennifer McCarty moved, Mike Jones seconded, to approve the Partial Vacation of Estates 1 & 3 as recommended by the Fremont County Planning Commission. Motion carried unanimously. Lots 1, 2 & 3 Re-Subdivision was then presented. The Developer has applied for a variance to a portion of the Fremont County Subdivision Regulations to eliminate the 20' wide utility easement among the north and east side of Estate 5, as there is an existing 60' wide road and utility easement either adjacent or nearby the edge of it. Jennifer McCarty moved, Clarence Thomas seconded, to approve the Request for Variance to Chapter III Section 3(B)(XV) eliminating the Utility and Drainage Easement on the north and east side of Estate 5 as recommended by the Fremont County Planning Commission. Motion carried unanimously. Jennifer McCarty moved, Mike Jones seconded, to approve the Walkaboutcreek Estates Simple Subdivision Lots 1, 2 & 3 Re-Subdivision as recommended by the Fremont County Planning Commission. Motion carried unanimously.

Public Health Nurse Manager Christine Krause and Prevention Coordinator Tauna Groomsmith were present via Zoom to discuss the upcoming first payment in the Opioid Settlement in the amount of \$76,773.38. Chief Civil Deputy Attorney Jodi Darrough stated that the County may either accept the payment directly or have it go to the State for their administration. Groomsmith recommended the settlement payments come directly to Fremont County and her plans to involve stakeholders to determine a plan of action for the proceeds. She will work with County Clerk Freese when the funding is received to set up a Chart of Accounts as well as the applicable budget hearing. Larry Allen moved, Clarence Thomas seconded, to have Fremont County accept the settlement payments directly in the Opioid Settlement. Motion carried unanimously.

Vehicle Maintenance Supervisor Brad Meredith reviewed a draft Commercial Driver's License Training Payment Contract for discussion.

In other business, Brad Meredith reviewed the criteria he has established for SOC adjustments for Mechanics and Foremen and the three levels identified. He has performed evaluations and requested appropriate level adjustments be made as recommended. The adjustments were approved in his budget for the FY 2022-2023 year and approved by the Board.

Building Maintenance Supervisor JR Oakley provided preliminary plans of the Court remodeling project. The next step will be to go into full design phase and out to bid in October. He envisions bid construction to begin in November/December with completion in April.

In other business, JR Oakley presented bids for ARPA projects within the Courthouse. Jennifer McCarty moved, Mike Jones seconded, to approve the bid from Fine Line Painting in the amount of \$22,600.00 for the halls and lobbies. Motion carried unanimously. Jennifer McCarty moved, Mike Jones seconded, to accept the bid from Gail's Carpet One in the amount of \$72,889.44 for carpeting of halls and lobbies. Chairman Becker abstained from the vote. Motion carried. The bid for pavement replacement in the front parking lot was substantially higher than estimated, with the low bid from 71 Construction in the amount of \$163,701.44. The majority of the Board was in agreement to wait until the next round of projects are awarded in the spring and review the project at that time.

Youth Camp caretaker Ron Cunningham joined JR Oakley to discuss the ARPA project at the Fremont County Youth Camp for a solar energy system. Cunningham asked for Oakley or his Assistant to oversee the project, to which the Board agreed to. The original contract price of \$148,382 from Creative Energies was discussed, along with a Change Order request of \$3,684 to include an additional eight panels and change in top of pole mount due to change in panels. Mike Jones moved, Jennifer McCarty seconded, to approve the new contract price total of \$152,066. Motion carried unanimously.

Vice-Chairman Larry Allen relayed a recent e-mail he received regarding additional costs at the Fairgrounds Parking lot project to correct a drain pipe for an additional amount of \$13,400. Transportation Department Superintendent Billy Meeks joined the meeting and stated the expense involves the box concrete structure needed for the storm drain, which will be increased in size to 6" to 8" inches. He will meet with the contractor and provide an update to the Commissioners at their next meeting.

In another matter, the Courthouse closure on Columbus Day was discussed.

Vice-Chairman Larry Allen and Commissioner Clarence Thomas will review the applications received for the Emergency Management Coordinator's vacancy. They will narrow the field down to three applicants to interview.

There being no further business, Larry Allen moved, Clarence Thomas seconded, to adjourn the Regular meeting at 1:25 p.m. and reconvene for a Regular Meeting at 9:00 a.m. on September 13, 2022. Motion carried unanimously.

A full detailed report (informational only) and the official minutes are posted on Fremont County's website (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