

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
SEPTEMBER 13, 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.

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 September 6, 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.

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
71 Construction	Road Material Inventory	Materials	\$97,960.20
Ace Hardware-Lander	Vehicle Maintenance	Materials/Supplies	\$133.94
Alsco Inc	County Buildings	Laundry	\$274.68
Anda Inc	Public Health	Vaccine	\$4,320.60
Bailey Enterprises, Inc	Search & Rescue	Vehicle Fuel	\$24.00
Bank of the West	Segregated	Materials/Supplies	\$74,640.56
Biddle Consulting Group	Dispatch Center	Maintenance	\$699.00
Big Horn Water	Youth Services	Water	\$53.72
Campbell County Sheriff's Office	Detention Center	Inmate Housing	\$300.00
Charter Communications	Computer Services	Internet Service	\$359.96
Clifford, Gregory P. MD PC	Detention Center	Inmate Medical	\$3,081.00
Communication Technologies Inc	Segregated	Services	\$61,002.87
Cowboy Chemical Inc	Detention Center	Laundry/Kitchen Supply	\$779.45
Danyne Cooper Counseling, LLC	CAST	Contractual Services	\$1,750.00
Drug Testing Services LLC	Segregated	Service	\$190.00
Dubois Frontier, The	County Elections	Advertising	\$305.94
Dubois Telephone Exchange	Dispatch Center	Tower Lease	\$560.00
Election Systems & Software, Inc	County Elections	Supplies	\$643.05
Federal Express Corp	County Sheriff	Shipping	\$29.44
Floyd's Truck Center WY	Vehicle Maintenance	Parts	\$204.10
Fremont County Weed & Pest	Road Construction	Weed Spraying	\$9,909.09
Fremont Motors - Lander	Vehicle Maintenance	Parts/Supplies	\$154.18
Frontier Ambulance LLC	Fremont County Ambulance	Subsidy	\$119,627.00
Globalstar USA	Search & Rescue	Satellite Phone Service	\$264.23
Hehr, Ryan B	Prevention Program	Admin Assist Contract	\$150.00
Hess, Shawn	County Buildings	Service/Repairs	\$1,799.56
High Plains Power, Inc	County Buildings	Utility Services	\$1,189.50
Kairos Broadcasting LLC	Segregated	Advertising	\$1,800.00
Lander Medical Clinic PC	Detention Center	Inmate Medical	\$18.70
Lander Valley Auto Parts	Vehicle Maintenance	Parts/Supplies	\$119.97
Lawson Products, Inc	Vehicle Maintenance	Parts/Supplies	\$1,251.88
Marino, Christina	Detention Center	Uniform Repairs	\$115.50
Mark's Auto Sales & Towing	Abandoned Vehicles	Vehicle Towing	\$769.00
Master's Touch LLC	County Treasurer	Prepaid Postage	\$11,700.00
Maus, Tray J	Youth Services	Expense Reimbursement	\$57.23
McKee Law Office, PC	Wiggins Fork Bridge	Mediation	\$500.00
Media Works, Inc	County Sheriff	Supplies	\$89.97
Mr D's Food Center Inc	Detention Center	Supplies	\$20.99
National Food Group Inc	Detention Center	Inmate Board	\$9,747.38
Natrona County Sheriff	Detention Center	Inmate Housing	\$14,625.00
Norco Inc	County Buildings	Supplies	\$3,543.26
Office Shop Inc, The	Computer Services	Printer Lease	\$155.00
Orkin LLC	County Buildings	Service	\$225.00
Palace Pharmacy	Detention Center	Inmate Rx's	\$5,920.47
Peterbilt of Wyoming	Vehicle Maintenance	Parts	\$188.57
Post, Raymond	Planning	Car Wash	\$10.14
Print Shop, The	County Sheriff	Printed Office	\$158.00
Quadient Inc	County Sheriff	Postage Machine Lease	\$82.01

RELX, Inc.	County Attorney	Research Subscription	\$694.00
Rocky Mountain Power	County Buildings	Utilities	\$1,557.14
Sagewest Health Care	Detention Center	Inmate Medical	\$6,343.72
Shoshoni, Town of	County Buildings	Water/Sewer	\$70.00
Skaggs Companies Inc	County Sheriff	Uniforms/Supplies	\$388.85
Smith Psychological Services	Dispatch Center	Services	\$400.00
Smith, Mariah	Prevention Program	Administrative Assistance	\$1,680.75
Soule, Sierra	District Court	Court Appointment	\$82.50
Summit Fire & Security LLC	Detention Center	Service & Supplies	\$364.00
Traveling Computers	Computer Services	Supplies/Services	\$1,067.88
T-Y Excavation Inc	Road Construction	Road Maintenance	\$5,442.50
USPS- Hasler	County Sheriff	Postage	\$1,000.00
Verizon Wireless	Segregated	Cellphone Service	\$1,317.79
W A C O	County Treasurer	Conference	\$250.00
WY Brand Industries	Detention Center	Uniforms/Supplies	\$1,770.00
WY Dept of Health	Public Health Grant	Funding Return	\$20,448.58
WY Public Health Laboratory	Public Health	Lab Fees/Supplies	\$360.00
Wyoming Dept of Transportation	Segregated	Fuel	\$5,597.63
Wyoming Machinery Co	Vehicle Maintenance	Parts	\$141.76
Wyoming Office Attorney General	24/7 Program	Program Fees	\$6,260.00
Wyoming Waste Systems	County Buildings	Trash Removal	\$2,875.08
Wyoming.com	County Elections	Internet Service	\$91.00

Larry Allen moved, Mike Jones seconded, to accept a voucher from Wyoming Behavioral Institute in the amount of \$1,508.00 for two Title 25 patients. Motion carried unanimously. Larry Allen moved, Clarence Thomas seconded, to accept a voucher from Cloud Peak Counseling Service in the amount of \$1,625.00 for one Title 25 patient.

The following items in the Signature File were reviewed: 1) Adjustment to Assessment Summary cover page; 2) Abatement Summary cover page; and 3) Record of Proceedings. Clarence Thomas moved, Jennifer McCarty seconded, to approve a Proclamation in support of Childhood Cancer Awareness Week on October 23-29, 2022. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve a Local Government Annual Report Summary for South Lander Industrial Park reporting them as dissolved. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve a Wyoming Department of Family Services FFATA Certification in conjunction with the TANF grant procedures. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve a Summary Plan Description cover page for BlueCross BlueShield of Wyoming Restated January 1, 2022. Motion carried unanimously. Clarence Thomas moved, Mike Jones seconded, to approve a Summary Plan Description cover page for BlueCross Blue Shield of Wyoming Restated July 1, 2022. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve an Administrative Services Agreement with BlueCross Blue Shield of Wyoming for FY 2022-2023. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve a Service Agreement with the City of Riverton and Juvenile Justice Services of Fremont County aka Youth Services for FY 2022-2023. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) letter to Major property agricultural lessee (follow up discussion to be held on September 20, 2022).

The Public Comment period was held with nobody present.

County Clerk Julie Freese provided an update on the recent Primary Election and that this year, Fremont County along with two other counties, volunteered to participate in the piloting of a new Electronic Poll Book (EPB) system. Chief Deputy Margy Irvine and IT Supervisor Kevin Shultz were present in the audience. Freese stated the EPB replaces the traditional paper, ledger-style books previously used to check voters into the voting location. Similar to the traditional paper ledgers, EPBs are not connected to the actual machines used to cast ballots and at no time were the voting machines impacted in any way and ballots continued to be tabulated without issue. The EPBs functioned as designed until approximately 3:00 p.m. when election judges began to experience difficulties checking voters in. Delays continued for approximately one hour, resulting in a backlog of voters waiting to check in. She called the State Secretary of State's Office support staff and was informed the issue was on their end. As a result, she made the decision to go off-line with the EPBs. Although there were lines judges walked the lines and ensured that every voter in line by the 7:00 p.m. deadline was able to cast their ballot. By Fremont County going off-line, it seemed to help the other two counties and they were able to use the EPBs for the

remainder of the day at their locations. She expressed her gratitude to Shultz and Traveling Computer staff for their assistance as they had staff close to every Vote Center. Turnout this year was up by almost 20 percent, compared to the last non-presidential primary election (10,060 voters) with almost 12,000 people voting in this year's Primary Election. Turnout this year was also higher than in the 2020 presidential primary (10,675 voters). On Election Day itself there were 1,720 people who made changes to their registration information and about 560 brand new voters, all causing heavy usage in the EPB system. For the General Election, they will be doing more advertising asking voters to make their changes prior to the Election as all City and Town Clerks and the Northern Arapaho Tribal Enrollment Office can register or make changes for voters. They also plan to add two additional EPBs at Riverton and one additional at Dubois. They will have voters fall into two lines, those that need to register or make changes and those that do not to get voters through as fast as possible. The EPBs are vital in determining if a voter is deceased or a felon. Finally, due to the mistrust of the election system for many, she has made the determination for the first time ever, not to code the ballots in-house, which will result in a cost to the County of \$10,000 for this to be done. She felt she could find the funding in other line items within the Clerk and Election budget as she has not been fully staffed this year and will have some additional money in the health insurance line item due to new employees opting out of health insurance. She stated this will have no change on how the elections are run locally, running the election is still her job, and she referenced her recommendation several years ago to go to Vote Centers. Other new procedures are Chain of Custody and installation of security cameras that have been added to their procedures. She closed by thanking Irvine, Shultz and Traveling Computers for all the work they do during elections. Freese also thanked the commissioners for their constant support of the election functions and the department as elections are run locally and the commission and her office work as a team in making that happen.

Chairman Travis Becker expressed frustration for those who do not understand the election procedures taken to ensure voter integrity, and the secure elections held in Fremont County. As a result, the Clerk made the decision to bear the expense of \$10,000 to have ballots coded by the company and not in-house, and further stated the voters needed to know what this has cost them.

Commissioner Mike Jones thanked Julie, staff and judges for their diligence and security procedures.

Representative Pepper Ottman (via Zoom) thanked Julie for the tremendous amount of work that goes into an election but felt Chairman Becker's "name calling" was inappropriate.

Transportation Superintendent Billy Meeks and IT Supervisor Kevin Shultz were present to discuss the paving project taking place at the Fremont County Fairgrounds and adjoining county parking lots. Meeks presented a 71 Construction proposal in the amount of \$10,430.00 for the furnishing and installation of a catch basin with grate and associated work to backfill. This was discussed as a new development at the last meeting and the Board had asked Meeks to see if he could find ways to reduce the original bid for the work of \$14,000.00. Larry Allen moved, Mike Jones seconded, to approve the Budget Proposal from 71 Construction in the amount of \$10,430.00. Motion carried unanimously.

In a related matter, Kevin Shultz felt the paving project was also a good opportunity to provide improved infrastructure in that area and recommended installing 3" conduit from the Fremont Center to Heritage Hall and then on to the South Federal and North Federal Complex office buildings. Another improvement would be to move the antennas on the South Federal building to the Fairgrounds building to ensure better line of sight to Griffey Hill, which is questionable at times at its current location. Meeks has submitted a permit request to the City of Riverton to cross through Fairgrounds Road from the Fairgrounds to the office complexes with the fiber optic cable. He feels the most cost effective is to cut the road, install the line, and then reinstall the road and sidewalk areas disturbed. Discussion was held that the South complex building is used as an Incident Command Center in emergency situations and increased capability will be an asset to all areas involved. The Board asked for firm numbers for the project. Mike Jones moved, Jennifer McCarty seconded, to approve the fiber optic installation and related costs with funding through ARPA funds. Motion carried unanimously.

Billy Meeks informed the board that additional signage has been ordered for the Lyons Valley Road, stating it is not a bypass road. He also has been working with the Dubois contractor, Leseberg Construction, who has worked on removing sediment and debris from a pond causing leakage over Little Warm Springs Creek Road. Work will need to be done on the dyke once water recedes. In the meantime, Meeks will advertise in the Dubois Frontier and on County 10 that for safety reasons, the Road at the intersection of Little Warm Springs Creek Road will be closed to traffic, other than traffic to local residences.

Sheriff Ryan Lee presented a monthly report. Detention: Bookings in August totaled 221. Dispatch Supervisor Carl Freeman was in the audience. Current inmate population is 157 in house and 161 in custody (lower than the last several months), totaling 100 males, 57 females, 3 juveniles (housed out of county) and one at the Wyoming State Hospital. There are 76 inmates sentenced and 85 pre-adjudicated. Staffing vacancies are for one cook, five deputy sheriffs (one in background check), two nurses and one civilian controller. The new Medical Director is Dr. Gee and there are no budget considerations at this time. Emergency Dispatch Center: Staffing is currently down six positions (four in background checks) and five temporary part-time employees are on staff. There are no budget considerations. Patrol/Enforcement: All positions are full, there have been 5,100 calls for service this calendar year and no budget considerations. Search and Rescue: Mission count is 16 this fiscal year compared to 10 this time last year (no fatalities). There are no budget considerations.

Sheriff Lee stated the Dispatch Committee met and the County Attorney's Office is reviewing contractual documents with all Dispatch users at this time. The Commission reiterated the fact that one entity (Fremont County Fire District) has refused to pay their fees for the last several years, and Sheriff Lee stated he will not stop dispatching those calls and felt this was the Commissioner's issue. He would like to move forward with new agreements that have provisions for non-payment and remediation clauses. Sheriff Lee stated that calls for controlled burns will not be charged to the Fire District for this point on, lowering their call volume. Chairman Becker asked what fiscal implications will result to the enterprise fund for the two-year non-payment. Sheriff Lee will work with County Clerk Julie Freese and Treasurer Jim Anderson to get final figures on the request of implications to the enterprise fund as well as updated budgets if required and report back with the information.

Coroner Larry DeGraw and Deputy Erin Ivie were present for a monthly report. Ivie gave the following information: Number of cases so far in 2022 are 99 (2021=108). Total Coroner cases are slightly lower than last year. Natural cases are up at 69 (2021=60). Non-natural cases include Accidental deaths 18 (2021=32); Suicides at five (2021=5) and Homicides at 3 (2021=1) for the same time period. There are five cases currently pending. Accidental deaths are still mainly attributed to an increase in vehicular accidents, with eight so far this year (2021=6). Drugs and/or alcohol use continues to be a common factor in a majority of these incidents (6 of the 8 are drug/alcohol related with one case pending toxicology). There has been one Fentanyl related/caused death so far this year and eight methamphetamine deaths this year. Twenty deaths are related/caused. After re-hiring Dr. Frost in July, there have been three forensic autopsies completed in the Lander facility. Two were completed in Fort Collins for a total of five autopsies since July 1, 2022.

In other business, Coroner DeGraw and Deputy Ivie stated the autopsy facility in Lander is outdated and in need of upgrades. Building Supervisor JR Oakley was present in the audience. Following discussion with Commission Liaison Clarence Thomas and Oakley, it is also their collective opinion that the facility is not adequate for multiple security, safety and working condition reasons. They feel another safer and compliant facility is needed to retain a forensic pathologist and potentially generate county revenue in the future. Ivie presented a drawing of a proposed Coroner Office including an Exam/Autopsy room for discussion, approximately containing 4,800 square feet. She referenced a Lander Morgue Facility Assessment done in 2022 citing issues regarding safety, floor, ventilation, heating/cooling, space, table, sinks, layout, cooler, security and OSHA concerns. The Commissioners asked her to fine-tune the drawing, look at potential sites, research grant opportunities and return to continue discussion with more information.

Executive Health Insurance Committee members Margy Irvin and Jim Anderson returned to the meeting to discuss the expired contract with MASA. Irvine reviewed numbers provided by BlueCross Blue Shield regarding amounts of ambulance claims they had received, amounts paid by them per the plan document and potential provider liability of \$215,602 (12 claims). They will attempt to contact the MASA representative to find out the status of a new contract and fees by the next meeting. The Board reiterated their request for a new representative and Chairman Becker will meet with the County Attorney's Office to discuss civil aspects of the contract lapse. The Board further assured the group that employees' expenses will be taken care of during the time the contract lapsed.

Popo Agie Conservation District Supervisor Kelsey Beck and Popo Agie Estates Homeowners Association spokesperson Bill Lee returned to the meeting to again ask the County to co-sponsor an Emergency Watershed Protection program with the District to protect Deer Valley Road, with project costs covered 75% by NRCS and 25% by the Homeowners Association, with no monetary request from the County. The

project overview was given for the plan to extend approximately 400 feet of Deer Valley Road with fabric and rock riprap protection and create approximately 378 feet of open channel (borrow ditch) to carry water to the natural elevation in order to be returned to the river. NRCS has engineered this solution and has completed NEPA requirements. Fremont County Planner Steve Baumann stated that the part of the work on Deer Valley Road will require a variance from the Floodplain Zoning Regulations where the borrow ditch will not. The Subdivision had hired an engineering firm to perform an analysis of the Hydraulics and Hydrology of that section of the Middle Fork of the Popo Agie to ensure the results of their construction will not increase the projected elevation of floodwaters above or below the area where the construction occurred, which they did. However, issues still remain on the Deer Park Road section. As part of the project, NRCS has a form that is required eminent domain and taxing authorization. Mike Jones moved, Clarence Thomas seconded, to approve co-sponsoring the Emergency Watershed Protection Program to protect Deer Valley Road pending completion of an H & H Study. Motion carried unanimously. The document titled NRCS Assurances Relating to Real Property Acquisition for the Popo Agie Estates (Deer Valley Road Protection) Project and attached letter from Fremont County stating the use of authorities exercising eminent domain would be at the sole discretion of the Fremont County Commission was also included. Beck and Lee hoped the work would be ready to begin next spring and Lee stated the Association's commitment to making the roads and bridges safer and expressed appreciation to the Board for working with them.

Building Maintenance Supervisor JR Oakley reported on the monthly meeting held the previous day with Elected Officials and Department Heads to discuss topics for an in-house training on Columbus Day. In the past, the Commission had allowed the Courthouse to be closed to the public for training and cleaning. As many offices have new employees, he stated those in attendance at the meeting were agreeable to being closed again. The Courthouse Security Committee will meet in the near future and firm up the actual training to be held, as very good discussion and ideas were presented (CPR, AED, etc.). The Courts do have a trial scheduled and will remain open. Several Elected Officials who had not participated in the training the prior year provided their reasoning, specifically the closure day to the public allowed them some departmental trainings and an opportunity to catch up. Other county offices in Riverton will be invited to participate in the training opportunity. Mike Jones moved, Jennifer McCarty seconded, to close the Courthouse to the public on October 10, 2022 (Columbus Day) for an in-house training and cleaning day. Motion carried unanimously. All other county offices will be business as usual, and any employee taking the day off will be required to use a vacation day.

Treatment Court Director Melinda Cox had received authorization to rehire for the Day Reporting Center, Direct Services Provider/Case Manager position. She was happy to report she has filled the position in the budgeted amount. She then proceeded to give an update. Juvenile Justice is seeing the highest numbers it has seen which is of concern. The Community Juvenile Services Board is in place but experience hurdles with high turnover in some of the positions. She referenced the Neighborhood Watch in Riverton and her office is taking their concerns very seriously and is in partnership with the County Attorney's Office. The Juvenile Treatment Court is full, they received eight referrals from one school district last week. Staff has participated in national training and made some adjustments to the program as a result. Adult Drug Court is struggling with few referrals; at this time the County Attorney position is vacant which is detrimental to the program. They are present in the Detention Center three days a week. She currently sits on the DUI Task Force and there is potential funding to continue the program. She and Commissioner Liaison Clarence Thomas will attend the State Advisory Council on Juvenile Justice in Rawlins. Cox proceeded to discuss some security concerns she has discussed with Building Maintenance Supervisor JR Oakley regarding glass doors, no way to exit without unlocking, no panic buttons, etc. During the upcoming paving project, she has somebody that needs ADA accessibility and wondered about using space at the Heritage Hall in the interim. She was asked to contact the Fair Office to see about availability.

Mike Jones moved, Clarence Thomas seconded, to adjourn into Executive Session with Treasurer Jim Anderson regarding personnel. Motion carried unanimously. Larry Allen moved, Mike Jones seconded, to return to Regular Session. Motion carried unanimously.

The Commissioners asked Treasurer Jim Anderson, as a member of the Executive Health Insurance Committee, for feedback on the vacant Wellness/Safety Coordinator position. Former employee Penny Fahey has entered into a month by month contract with the County until a replacement is found. Anderson was asked to adjust the position announcement to just the Wellness Coordinator component and see if that works to garner more applicants.

Commissioner Mike Jones had reviewed past procedures for the Department Head evaluation process and following discussion, it was agreed to use the same procedure as in the past and begin scheduling with them.

Commissioner meeting reports were given:

Commissioner Clarence Thomas met with the Fremont County Audit Committee last Friday. He and Commissioner Allen selected three applicants to interview for the Emergency Management Coordinator position which are scheduled for the following day.

Vice-Chairman Larry Allen has attended several meetings at the Riverton Fairgrounds in conjunction with the paving project underway. Among those was the drain replacement as well as fiber optic cable discussed earlier in the meeting. Also met with Emergency Management Coordinator Vonda Huish on general topics.

Commissioner Jennifer McCarty attended several 911 celebrations in the community.

Commissioner Mike Jones met with the Chairman and Treasurer of the Fremont County Solid Waste Disposal District Board and agreed to meet with the Commissioners on an individual level to discuss their concerns and how best to communicate them to the District.

In another matter, Commissioner Jones expressed concern to those in public office and asked those in attendance at meetings or on Zoom have more respect for our process here, an interruption earlier this morning during our meeting was inappropriate. People should have respect for our duties here and if they wish to speak, follow procedure and get on the agenda, more appropriate than interrupting the meeting.

Chairman Travis Becker has visited the Major property agricultural lease area and took photos which he can share if requested. He stated Wayne Major Jr. recently passed away and reminded the Board that Wayne Sr. sold that property to the County at a very good deal, to be used in the County's best interests. He expressed appreciation to the Major family for their contributions to Fremont County. He will participate in mediation next week on the East Fork Road Wiggins Fork Bridge project. The Horse Creek Road Reconstruction project should be finalized soon for bidding with construction beginning in the spring.

The Commission discussed an Amended Scheduling Order in the Contango Resources Board of Equalization tax protest hearing. The September 2, 2022 deadline for filing of proposed findings of fact and conclusions of law was extended until September 23, 2022 due to the fact the transcript of the hearing will not be available until September 19, 2022. As a result, Hearing Office Schumacher has asked the Board to consider a special meeting to deliberate and vote on their decision. The Commissioners do not meet the last Tuesday of the month, which is also the annual WACO meeting in Gillette. Due to scheduling conflicts with the Commissioners, they determined that a better day to meet would be on Monday, September 26, 2022 at 9:00 a.m. to deliberate the Contango case.

There being no further business, Larry Allen moved, Clarence Thomas seconded, to adjourn the Regular meeting at 12:10 p.m. and reconvene for a Regular Meeting at 9:00 a.m. on September 20, 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