

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
OCTOBER 11, 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, Jennifer McCarty, Clarence Thomas and Michael Jones. Vice-Chairman Larry Allen was absent. County Clerk Julie A. Freese was present.

Mike Jones 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 October 4, 2022. Motion carried unanimously.

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

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
A & I Distributors	Vehicle Maintenance	Oil/Fluids	\$112.99
Ace Hardware-Lander	Segregated	Materials/Supplies	\$478.37
Ace Hardware-Riverton	County Buildings	Materials/Supplies	\$35.61
Airgas USA LLC	Vehicle Maintenance	Supplies	\$500.00
Alsco Inc	County Buildings	Laundry	\$335.54
ANDA Inc	Public Health	Vaccine Supplies	\$1,509.19
Apex Surveying, Inc	North Fork Reconstruction	Engineering	\$16,229.20
Bank of the West	Segregated	Materials Supplies	\$55,540.41
Bank of the West Acct Analysis	Investment Pool	Interest	\$102.19
Big Horn Tire Inc	Vehicle Maintenance	Vehicle Tires	\$14,540.76
Big Horn Water	Youth Services	Water Bottles	\$65.22
Bloedorn Lumber-Lander	County Buildings	Materials Supplies	\$2,084.07
Bowdel Steven P.	Detention Center	Medical Services	\$2,625.00
Burden, Dan	County Buildings	Security Service	\$475.00
Charter Communications	Computer Services	Internet Service	\$129.98
Clarke, Susan A	Detention Center	Medical Services	\$3,787.50
CNA Surety	County Treasurer	Bond Renewal	\$125.00
Communication Technologies Inc	Segregated	Maintenance, Repairs	\$2,988.87
Conder, Juli	Public Health	Expense Reimbursement	\$390.62
Desert Mountain Corporation	Road Construction	Road Material	\$33,067.11
DOWL LLC	Road Construction	Road Reconstruction	\$45,523.35
Dubois Frontier, The	Segregated	Advertising	\$125.20
Edwards Communications	Prevention Program	Radio Advertising	\$575.00
Fremont Counseling-Lander	Health & Welfare	Title 25	\$3,750.00
Fremont Motors - Lander	Vehicle Maintenance	Parts/Supplies	\$1,930.55
Frontier Ambulance LLC	Fremont County Ambulance	Ambulance Subsidy	\$119,627.00
Gantenbein, Connie	Public Health	Reimburse Expenses	\$384.02
Globalstar USA	Search & Rescue	Satellite Phone Service	\$275.59
Hasco Industrial Supply	Vehicle Maintenance	Materials/Supplies	\$138.46
Hehr, Ryan B	Prevention Program	Admin Assist Contract	\$112.50
High Plains Power, Inc	County Buildings	Utility Services	\$1,125.34
Honnen Equipment	Vehicle Maintenance	Parts/Supplies	\$87.56
Inberg-Miller Engineers	Road Construction	Striping Project	\$831.79
Jace Water Service Inc	1% Gravel Projects	Contract Services	\$8,990.00
Kairos Broadcasting LLC	Segregated	Advertising	\$1,850.00
LeBeau,Wade	County Buildings	Courthouse Paint	\$11,300.00
Mahlum, Zachary Hamilton	District Court	Court Appointment	\$902.20
Master's Touch LLC	County Treasurer	Billing Service	\$9,539.23
Miller & Fasse P.C.	District Court	Court Appointment	\$937.50
Mr D's Food Center Inc	District Court	Supplies	\$101.19
Napa Auto Parts-Riverton	Vehicle Maintenance	Parts & Supplies	\$2,646.53
NMS Laboratories	County Coroner	Toxicology Services	\$1,361.00
Northwest Power Systems Inc	County Buildings	Inspection Services	\$943.25
Oler, Sherry	District Court	Expense Reimbursement	\$133.57
Orkin LLC	County Buildings	Pest Control Service	\$450.00
Palace Pharmacy	Detention Center	Inmate Rx's	\$6,786.31
Peterbilt of Wyoming	Vehicle Maintenance	Parts	\$212.43
Quill Corporation	Fremont County WIC	Office Supplies	\$269.63

R C Lock & Key	County Buildings	Keys, Supplies & Services	\$3.10
Reed's Moghaun Office Supply	County Elections	Office Supplies	\$271.99
RELX, Inc.	County Attorney	Research Subscription	\$694.00
Riverton Ranger, Inc	Segregated	Advertising	\$13,417.61
Rocky Mountain Logistics, Inc	1% Gravel Projects	Contract Services	\$7,250.00
Rocky Mountain Power	County Buildings	Utility Services	\$1,486.85
Rodriguez, Jessica	Detention Center	Contract Services	\$5,062.50
Shoshoni, Town of	County Buildings	Water/Sewer	\$70.00
Smith, Mariah	Prevention Program	Administrative Assistance	\$975.38
Soule, Sierra	District Court	Court Appointment	\$157.50
Specialized Pathology Consult	County Coroner	Autopsy Fee	\$3,750.00
State of Wyoming - ETS	County Clerk	Digital Archives Storage	\$3.33
Verizon Wireless	Segregated	Phone Service	\$1,121.41
Western Printing, Inc	Segregated	Printed Supplies	\$1,328.75
Wilson, Kevin L. RN	Detention Center	Medical Services	\$1,350.00
Wyoming Machinery Co	Vehicle Maintenance	Parts & Service	\$589.62
Wyoming Office Attorney General	24/7 Program	Sobriety Program Fees	\$5,550.00
Wyoming Waste Systems	County Buildings	Trash Removal	\$2,877.70

Clarence Thomas moved, Jennifer McCarty seconded, to approve a voucher from Wyoming Behavioral Institute in the amount of \$754.00 for one Title 25 patient. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Appreciation card for Melinda Cox; 2) Abatement Summary cover page; and 3) Record of Proceedings.

The following item was reviewed in the Priority Mail: 1) WCCA Winter Meeting in Douglas on December 12-13, 2022 (Commissioner Jones will be attending).

There was nobody present for the Public Comment period.

Library Manager Anita Marple updated the Board on a recent resignation at the Riverton Library for a part-time Youth Services Library Assistant II position. She recommended rehiring this position with a reduction from 30 hours/week to 28/hours week and adding those 2 hours to the part-time Lead Librarian position at the Dubois Library, resulting in this position being a 32 hours/week position. Jennifer McCarty moved, Clarence Thomas seconded, to authorize rehire of the part-time, benefitted Library Assistant II Youth Services position at the Riverton Library at 28 hours/week with a base salary not to exceed \$19,729 and approve adding 2 hours/week to the part-time, benefitted Dubois Lead Librarian position making it a 32 hour/week position at a base salary of \$27,572. Motion carried unanimously.

Commissioner Clarence Thomas reviewed outgoing Treatment Court Director Melinda Cox's recommendation to appoint Cassie Murray, current Clinical Supervisor, as the Interim Director. She stated this appointment would be in the programs' best interest. She had then recommended Hattie Calvert to remain as the Assistant Director for Juvenile Justice Services and Stacy Strasser as the Coordinator for Treatment Courts. The three individuals will be invited to the next meeting to review their plans for the programs going forward. Clarence Thomas moved, Mike Jones seconded, to appoint Cassie Murray as Interim Director of the Justice Treatment Courts. Motion carried unanimously.

Museum Director Scott Goetz updated the Board on a resignation from the Dubois Museum Collection Manager at a salary of \$31,200 and from the Maintenance Lead position at a salary of \$26,000. Jennifer McCarty moved, Mike Jones seconded, to approve refilling both positions. Motion carried unanimously.

In other business, Scott Goetz provided an update to the Board. The Pioneer Museum's sprinkler system was repaired, restoration work on the log work on the school house in Dubois has been completed and the next project is roof replacement, which he and the Lander Site Manager will do. The Dubois Museum had repairs to the sewer line. The Riverton Museum east steps to the parking lot were reformed and poured. The west side lot was worked on to provide better drainage and a company hired to clean the gutters has been done. The Foundation paid for air conditioning in the Riverton Museum and the electrical component is being worked on now. The Site Managers have finished a project to put up historical photos at the Riverton Airport which looks really good.

Chairman Becker asked for an update on the Indigent Care write off allowed to SageWest property taxes. Chief Civil Deputy Jodi Darrough will resume work on the issue as the other Civil Attorney working on the matter has been pulled away from civil matters to work in another area. The Agreement states "the County shall pay 75% of the hospital costs for indigent care, not to exceed the ad valorem property tax

assessed by the County against Lessee's taxable properties for such County tax year". Two of the properties listed in an earlier discussion were for the hospitals themselves, while the other properties are owned by other entities and the Commissioners felt that additional information must be secured on the other property ownerships. In other business, the Commission will request County Attorney Patrick LeBrun attend their next meeting to provide an update on where he is in the hiring process for a criminal attorney in order that the civil attorney can return to civil work.

Commission meeting reports and concerns were given.

Chairman Becker stated the Fremont County Fairgrounds parking lot has been paved and the parking lot by the adjacent county buildings is being prepared for paving. He was approached by an elderly resident new to the area regarding voting registration questions and County Clerk Julie Freese gave him pertinent information or asked that he call her office directly for more information.

County Clerk Julie Freese and Treasurer Jim Anderson joined the Commissioners for a work session regarding the Local Assistance and Tribal Consistency Fund allocation to Fremont County totaling \$12 million that will be distributed in two equal payments of \$6 million for FYs 2022 and 2023 to "eligible revenue sharing counties" under the American Rescue Plan Act (ARPA). The funds are available "for any governmental purpose other than a lobbying activity." The formula for funding is based on the federal acreage within each unit of local government, as defined by the Payments in Lieu of Taxes (PILT) program and the funds will remain available until expended. The group generally felt that the funding should be used for one time expenditures and not necessarily to grow department budgets which may not be sustainable in future years. Each Commissioner expressed projects they felt should be considered and County Clerk Freese will develop a spreadsheet including the proposed projects so a future meeting would entail prioritizing them. Preliminary project ideas included a new County Coroner building, updating SO vehicles with a computerized system within the vehicle, updated Commission work station, Title 25 (mental health) facility, expand the current Detention Center by building another floor, upgrade juvenile detention space within the Detention Center, EMS sustainability, parking lot upgrades, etc. Clerk Freese was asked to receive updates from Elected Officials and Department Heads on their projects presented for ARPA funding, and see if they need to be amended or changed as the second round will be reviewed soon as well. Another work session will be scheduled in November.

Planning Department Supervisor Steve Baumann presented proposed amendment to the current Regular and Simple Subdivision Regulations. The changes are due to language changes in State Statute in 2019, 2021 and 2022, real estate and banking requirements and changes recommended by the Planning Department and Planning Commission. He presented both documents in their entirety and a condensed document highlighting only those areas of change along with a dialogue relating to the reason for the change. The Commissioners made several changes to the draft and Baumann will implement them into the proposed amended document and make available in the near future for final review before he requests commencing the required comment period and public hearing on the amendments.

In other business, Steve Baumann discussed concerns regarding how big of a diameter gravel surface a cul-de-sac should be in order to accommodate a fire engine. County Fire Chief Craig Haslam researched the Wildland-Urban Interface Code Requirements and it requires a maximum of 30' inside radius and a minimum 45' outside radius. He stated those dimensions would meet the steering radius of their fire engines. Baumann stated he would amend Table I to reflect a change from 25' to 45' radius for a cul-de-sac and in the interim before the public comment and public hearing is held on the amendments, to strongly encourage any developer to adhere to the new dimensions.

Chairman Becker relayed his discussion with the chair of the Hot Springs County Commission who was interested in discussing with his Board those of Fremont County's to make the Wind River Canyon non-passing the entire length through the canyon. Commissioner Becker will report back with more information following the Hot Springs Commission meeting, and if they agree, the next step will be to have both County's approach WYDOT with the proposal.

Jennifer McCarty moved, Mike Jones seconded, to adjourn into Executive Session for personnel. Motion carried unanimously. Jennifer McCarty moved, Clarence Thomas seconded, to return to Regular Session. Motion carried unanimously.

There being no further business, Jennifer McCarty moved, Clarence Thomas seconded, to adjourn the Regular meeting at 11:30 a.m. and reconvene for a Regular Meeting at 9:00 a.m. on October 18, 2022. 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