

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
NOVEMBER 1, 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.

Larry Allen moved, Clarence Thomas seconded, to approve the agenda as amended. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to approve the minutes of the Regular Meeting held on October 18, 2022. Motion carried unanimously.

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

<u>Vendor</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
A & I Distributors	Vehicle Maintenance	Oil/Fluids	\$2,859.50
Ace Hardware-Riverton	Vehicle Maintenance	Materials/Supplies	\$4.93
Airgas USA LLC	Vehicle Maintenance	Supplies	\$29.43
Albright, Harold	Planning	Reimbursement	\$84.00
American Board of Medicolegal	County Coroner	Dues	\$100.00
American Family & Life Insurance	Segregated	Insurance	\$5,423.59
Artery Construction, Inc	1% Gravel Projects	Contract Services	\$3,480.00
Bailey Enterprises, Inc	Search & Rescue	Vehicle Fuel	\$289.45
Bath, Rick J.	Vehicle Maintenance	Expense Reimbursement	\$150.00
Big Brothers Big Sisters of NW WY	TANF Grant	TANF CPI Grant	\$3,621.03
Black Hills Energy	County Buildings	Utility Service	\$3,653.38
Blue Cross Blue Shield of WY	Co Admin	Claims	\$425,358.09
Bowdel Steven P.	Detention Center	Medical Services	\$1,812.50
Boys & Girls Clubs of Central WY	TANF Grant	TANF CPI Grant	\$3,958.00
California State Disbursement	Payroll	Child Support	\$603.75
Campbell County Sheriff's Office	Detention Center	Inmate Housing	\$1,650.00
Capital Business Systems, Inc	Covid 19 Grant	Supplies & Service	\$64.89
Circuit Court	Payroll	Garnishment	\$344.04
Civil Air Patrol Magazine	County Sheriff	Advertising	\$205.00
Clifford, Gregory P. MD PC	Detention Center	Inmate Medical	\$1,019.00
Colonial Life & Accident Insurance	Segregated	Insurance	\$807.55
County Clerks Association of WY	County Clerk	Dues	\$200.00
Cowboy Chemical, Inc	Detention Center	Laundry & Kitchen Supply	\$589.60
Creative Energies LLC	County Buildings	Solar System	\$89,029.00
Crescent Sales	County Coroner	Supplies	\$172.65
Davis & Cannon LLP	County Attorney	Property Tax Appeal	\$6,076.25
Double S Trucking, Inc	1% Gravel Projects	Contract Services	\$11,890.00
Dubois Frontier, The	Support Services	Advertising	\$17.80
Dubois Telephone Exchange	County Sheriff	Telephone Service	\$721.30
Empower Trust	Segregated	Wyoming Benefits	\$6,825.00
Fahey, Penny	Health Promotion	Wellness Program	\$2,500.00
Federal Express Corp	County Sheriff	Shipping Fees	\$16.65
Floyd's Truck Center WY	Vehicle Maintenance	Parts	\$231.98
Fremont Chevrolet GMC	Capital Asset Acquisitions	Vehicles	\$85,284.00
Fremont County Solid Waste	County Buildings	Dump Fees	\$14.00
Fremont County Treasurer	Co Admin	Health Insurance	\$349,422.00
Fremont County Treasurer	Co Admin	Section 125 Benefits	\$35,984.32
Frontier Ambulance LLC	Detention Center	Inmate Medical Transport	\$3,604.24
Gee, Brian	Detention Center	Contract Supervisor	\$5,580.00
Geotec Industrial Supply	Road Construction	Materials	\$5,783.11
Grainger	County Buildings	Materials/Supplies	\$117.60
Gruber Technical Inc	County Sheriff	Computer Equipment	\$5,479.03
Healthsmart Benefit Solutions	Segregated	Insurance	\$768.00
Illinois Office Supply	County Elections	Supplies	\$8,742.09
Irvine, Margy	County Elections	Reimbursement	\$21.60
Jace Water Service Inc	1% Gravel Projects	Contract Services	\$10,005.00
KC Trucking LLC	1% Gravel Projects	Contract Services	\$9,678.75
Kessler, Douglas E	Planning	Reimbursement	\$29.50

Kisling, Lisa	District Court	Office Rent & Services	\$1,902.24
Kohler Trucking Inc	1% Gravel Projects	Contract Services	\$4,495.00
Lander Medical Clinic PC	Detention Center	Inmate Medical	\$1,519.80
Lander Valley Physicians Practice	Detention Center	Inmate Medical	\$616.00
Mark's Auto Sales & Towing	Abandoned Vehicles	Vehicle Towing	\$175.00
Maxon, Nathan	District Court	Court Appointment	\$618.75
Miller, Margaret	District Court	Office Rent	\$300.00
Mr. D's Food Center Inc	Detention Center	Supplies	\$742.66
Napa Auto Parts of Dubois	Transportation	Parts / Supplies	\$27.98
National Food Group Inc	Detention Center	Inmate Board	\$9,424.82
New York Life Insurance	Segregated	Insurance	\$133.11
Non Typical Services & Logistics LLC	1% Gravel Projects	Contract Services	\$20,916.25
Novo Benefits	Health Benefit Plan	Insurance Services	\$5,253.00
Office Shop Inc, The	Segregated	Repair/Service	\$161.07
Olson's Auto Body & Towing	Emergency Management	Repair	\$1,761.70
One Stop Market	Search & Rescue	Supplies	\$103.00
Payroll Taxes	Co Admin	Withholding/FICA	\$205,240.13
Peterbilt of Wyoming	Vehicle Maintenance	Parts	\$240.28
Plainsman Printing & Supply	Clerk of District Court	Office Supplies	\$501.35
Print Shop, The	Health Benefit Plan	Supplies	\$58.00
R T Communications	Dispatch Center	Telephone Service	\$444.11
Reed's Moghaun Office Supply	Detention Center	Office Supplies	\$275.51
Remote Satellite Systems	Search & Rescue	Equipment	\$59.00
Riverton Physician Practices LLC	Detention Center	Inmate Medical	\$135.00
Riverton Ranger, Inc	County Elections	Advertisement	\$510.00
Riverton, City of	County Buildings	Water/Sewer	\$856.16
Rodriguez, Jessica	Detention Center	Contract Services	\$4,062.50
Sagewest Health Care	Detention Center	Inmate Medical	\$7,859.61
Skaggs Companies Inc	Detention Center	Uniforms/Supplies	\$901.70
Smith Psychological Services	Detention Center	Psychological Services	\$400.00
Soule, Sierra	Public Defender	Office Rent	\$600.00
State Disbursement Unit	Payroll	Child Support	\$480.25
State of Wyoming	Public Defender	Office Rent	\$1,650.00
Terrance R. Martin PC	Public Defender	Office Rent	\$600.00
Total Net Salaries	Segregated	Salaries	\$666,953.94
Tower, Kimber	Planning	Expense Reimbursement	\$63.00
Traveling Computers	Segregated	Computer Service / Supply	\$20,046.40
Truenorth Steel Inc	Road Material Inventory	Materials	\$34,565.00
WAMCAT	County Clerk	Caselle Training	\$100.00
Western Printing, Inc	Search & Rescue	Printed Supplies	\$12.80
Wind River Oilfield Service Inc	1% Gravel Projects	Contract Services	\$18,342.50
Wind River Ranch Supply LLC	Transportation	Operation Supplies	\$126.91
Wind River Towing	Abandoned Vehicles	Vehicle Towing	\$600.00
Windmill, LLC	Transportation	Crushed Fines	\$18,543.00
WY Assoc of Co Ag Agents	Agriculture Department	Dues	\$100.00
WY Dept of Employment	Segregated	Unemployment Claims	\$0.00
WY Dept of Health	Public Health	Background Check	\$49.00
WY SDU	Payroll	Child Support	\$1,480.00
Wyo Child Support Enforcement	Segregated	Child Support	\$1,531.00
Wyo Dept of Workforce Service	Co Admin	Workers Comp	\$28,405.45
Wyoming Retirement System	Co Admin	Contributions	\$159,848.16
Wyonet Inc	Computer Services	Telephone Service	\$5,308.60

The following items in the Signature File were reviewed: 1) Abatement Summary (will discuss later in the meeting with Assessor Tara Berg); 2) Milan Vinich acceptance letter as Emergency Management Coordinator; and 3) Record of Proceedings. Clarence Thomas moved, Jennifer McCarty seconded, to ratify approval of Resolution No. 2022-22 "Vacation of an Unnamed Unconstructed Publicly Dedicated Road, Utility and Drainage Easement in the Vasco Subdivision." Motion carried unanimously. Mike Jones moved, Clarence Thomas seconded, to approve Resolution No. 2022-23 "A Resolution Declaring that the Spencer Home Sites Water and Sewer District Be Dissolved." Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve a Fremont County Bank of the West Credit Card Application for Anita Morneau for a credit limit in the amount of \$1,500. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) Notice from Wells Fargo regarding the 2022 allocation for the Martha Petersdorf Hospital Trust of \$20,000. Jennifer McCarty moved, Clarence Thomas seconded, to approve the distribution as follows: \$10,000 (50%) to the REACH Foundation for further distribution to the Riverton Senior Citizens, Inc., Sepiternal Society, Inc., Fremont County Hospice and other such institutions or organizations providing medical services or benefits and comforts for older people not otherwise available in the Riverton area as determined by the REACH Foundation; \$7,200

(36%) to the Lander Senior Citizens Center; \$12,200 (6%) to the High Country Senior Citizens Center; and \$1,600 (8%) to the Shoshoni Senior Citizens Center. Motion carried unanimously. Jennifer McCarty moved, Clarence Thomas seconded, to approve the Conflict of Interest Policy for the Martha Petersdorf Hospital Trust. Motion carried unanimously. 2) BLM letter stating they are preparing an Environmental Impact Statement to analyze and disclose the potential effects of amending management plans for Greater sage-grouse and sagebrush habitats on public lands and their invitation to invite the Fremont County Commissioners to participate as a cooperating agency. County Attorney Patrick LeBrun will review the MOU and report back with any suggested changes.

The Public Comment period was held.

Building Maintenance Supervisor J.R. Oakley presented his notice of intention to retire on January 16, 2023. The Commission thanked him for his service and stated he had put us on track for all county assets and he has kept on top of maintenance and been very forward thinking. Advertising will begin so that he can train the selected replacement.

In other business, J.R. Oakley updated the Board on an issue that was discovered while preparing the parking lot for paving the lots for the two County buildings on 818 South Federal Blvd, in Riverton. A Riverton Valley Irrigation District irrigation line was located on the southwest corner and had been compromised at some time in the past. Representatives from the City of Riverton, County Attorney LeBrun, Commissioners Becker and Allen and Oakley met on-site to discuss the situation but no agreement was made on who was responsible for the repairs. As it would not be in the best interest to pave over the compromised pipe, have it fail in the future, and have to tear up the area, the decision was made by the County to repair the pipe immediately as time is of the essence to get the lot paved. Attorney LeBrun will work on determining the appropriate party to pay for the repairs at an estimated cost of \$30,000. The paving project is phase two of the ARPA funded paving project for the Fairgrounds and County Buildings on South Federal. Larry Allen moved, Mike Jones seconded, to approve an additional allocation to the project of \$30,000 to repair the irrigation pipe. Motion carried unanimously. A Change Order from 71 Construction was presented in the amount of \$64,201.12 for the County buildings parking lot for additional material not just to the edge of the concrete but to the curb line. Larry Allen moved, Jennifer McCarty seconded, to approve the additional expenditure not to exceed \$65,000. Motion carried unanimously. Oakley will work with County Clerk Julie Freese to make any adjustments to the ARPA allocation for the paving projects.

As required by W.S. § 22-18-111, the Commissioners notified the Fremont County Republican Party there was a vacancy in the office of Coroner, due to the passing of Larry DeGraw. The Republican Party held a central committee meeting and interviewed interested applicants, and submitted three names of Coroner candidates for the Commission to interview as Rand Ames, Erin Ivie and Kim Lambert. They were all present and interviewed separately by the Commissioners, who thanked the Republican Party for sending such qualified applicants for them to interview, and further noted the interim appointment will be through January 3, 2023. Mike Jones moved, Jennifer McCarty seconded, to appoint Erin Ivie as interim Coroner for Fremont County. Commissioner Thomas confirmed that Ivie has all certifications and credentials needed in place. Motion carried unanimously. Chairman Becker encouraged the other two applicants to let Ivie know if they wish to be considered to work in the Coroner's Office. District Court Judge Conder was present to swear in Erin Ivie as County Coroner and a short reception followed.

County Assessor Tara Berg reviewed the Abatement Summary the Commission referenced earlier in the meeting, specifically the value change for Wind River Energy Commission for a reduction to the county market value of \$614,474 and \$668,878 for equipment located at the well sites. The Commission assumed ownership of Merrit Energy oil and gas field at Circle Ridge. Her office has not received any notification of the purchase in order for her to make the correct assessment on this property; however, they did send a letter to the Treasurer's Office requesting sales tax forgiveness. She is not sure if there are lease agreements, etc. and noted \$31 million is what the production value on one field was for 2018. Commissioner Thomas asked that he and Berg attempt to meet with representatives from the Wind River Energy Commission and report to the Commission at the next meeting of November 15th. Berg was also asked to calculate the actual tax dollar affects these figures would have on various tax districts (school districts, fire, etc.).

County Attorney Patrick LeBrun updated the Board on turnover in his office and noted he is making some changes in terms of structure, particularly in the civil work area. He will no longer have a Chief Civil Deputy position but will divide up the work load for each client among the other lawyers in the office.

Todd Shaker, who had earlier turned in his resignation, has agreed to stay on and will be moved from the SOC Attorney 1 to Attorney 2 classification and he has hired a 32-hour week attorney with over 10 years of experience in civil work at an Attorney 3 level within the SOC structure at a salary of \$70,000. He will begin December 1st. LeBrun is tracking all requests made to the former Chief Civil Deputy and will divide them up amongst the attorneys on staff. Mike Jones moved, Jennifer McCarty seconded, that due to a structural reorganization change within the County Attorney's Office, to authorize filling a 32-hour/week attorney position at a salary of \$70,000 at an Attorney 3 SOC level and a SOC Change from Attorney 1 to Attorney 2 at a salary of \$66,500. Voting against the motion: Larry Allen. Motion carried. He further requested authorization to refill an Assistant Victim Witness Coordinator position due to a retirement. Clarence Thomas moved, Jennifer McCarty seconded, to authorize refilling the position with the salary of \$34,600. Motion carried unanimously. LeBrun noted all the changes made are budget neutral.

County Attorney Patrick LeBrun was joined by Executive Health Insurance Committee member Margy Irvine to discuss pending MASA claims. All employees had been contacted to see if they had any outstanding claims with MASA, and by the deadline of October 24th, Irvine only knew of two individuals for a total of three claims. LeBrun has been in contact with the MASA attorney and stated MASA has agreed to pay the outstanding claims, in the interim when the contract had not been signed or premiums paid, by the County. The premiums will be paid and a new contract forthcoming. The Commission thanked Irvine for her work to ensure every denied claim has been brought to her attention.

County Clerk Julie Freese stated the County's policy still states that they will follow the current CDC regulations regarding COVID and time off. She is working on notifying departments to either update or submit new projects for the second round of ARPA funding. She hopes to have more information mid-November. She has made the determination to hold the Canvass Board on Friday, November 11th, which is Veterans Day and an official County holiday. The Primary Election caused her to move the Canvass Board from the following Thursday to Friday so she wants to plan on Friday also for the General Election. She will take care of opening up the building for the 10:00 am Canvass Board on November 11th.

Larry Allen moved, Clarence Thomas seconded, to adjourn into Executive Session with IT Supervisor Kevin Shultz for personnel for his annual evaluation. Motion carried unanimously. Following that session, the Board reviewed a Department Head self-evaluation. Larry Allen moved, Jennifer McCarty seconded, to return to Regular Session. Motion carried unanimously.

There being no further business, Larry Allen moved, Jennifer McCarty seconded, to adjourn the Regular meeting at 11:35 a.m. and reconvene for a Regular Meeting at 9:00 a.m. on November 15, 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