

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
NOVEMBER 17, 2020

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. Fremont County Clerk Julie A. Freese was present.

Jennifer McCarty moved, Mike Jones seconded, to approve the agenda as presented. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomas seconded, to approve the minutes of the Regular Meeting held on November 10, 2020. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to accept the bills for payment. Motion carried unanimously.

Bills are listed below in the following format: Vendor Name; Department; Description; Amount: 71 Construction-1% Infrastructure Projects-Materials-\$61619.40; A & I Distributors-Vehicle Maintenance-Oil/Fluids-\$1262.31; Ace Hardware-Riverton-County Buildings-Materials/Supplies -\$68.27; Amerigas-County Buildings-Utilities-\$236.26; Anda Inc-Public Health-Vaccines-\$7757.53; Bank Of The West-Segregated-Credit Card Purchases-\$38619.71; Bill Jones Plumbing & Heating-County Buildings-Supplies-\$454.52; Bradford Supply Co-County Buildings-Supplies -\$10.07; Burbach's Refrigeration-Phep Covid Response-Kelvinator Refrigerators-\$5425.00; Carquest Auto Parts-Vehicle Maintenance-Parts / Supplies-\$4.11; Centurylink-Computer Services-Telephone / Internet-\$1968.15; Charter Communications-Computer Services-Internet Services-\$224.98; Eagle Uniform & Supply Co-Vehicle Maintenance- Laundry-\$78.52; Edwards Communications-Operation Safeguard-Radio Advertising Early Voting-\$609.00; Floyd's Truck Center WY-Vehicle Maintenance-Parts -\$165.15; Fremont Broadcasting-Segregated-Advertising Radio -\$2424.00; Fremont Counseling-Lander-Health & Welfare-Title 25-\$7350.00; Fremont County Solid Waste-County Buildings-Dump Fees-\$306.80; Grainger-County Buildings-Materials/Supplies -\$132.20; High Country Construction Inc-Willow Creek-Willow Creek Road-\$356266.94; Lander Medical Clinic PC-PHEP Covid Response-October Covid Testing-\$12450.00; Lander Valley Auto Parts-Vehicle Maintenance-Parts/ Supplies -\$32.74; Morcom Broadcasting Jackfm KTUG-Operation Safeguard-Radio Advertising Early Voting-\$238.00; Napa Auto Parts-Riverton-Vehicle Maintenance-Parts & Supplies-\$2857.19; NMS Laboratories-County Coroner-Toxicology Services -\$140.00; Norco Inc-Segregated-Supplies-\$4909.05; Novo Benefits-Health Benefit Plan-Insurance Services -\$4961.51; Oakley, Gerald R.-County Elections-Reimbursement -\$100.00; Office Shop Inc, The-Computer Services-Copier Lease -\$1376.00; Pavillion, Town Of-County Buildings-Water Utilities-\$112.50; Peterbilt of Wyoming-Vehicle Maintenance-Parts -\$672.73; Pioneer Pharmacy LLC-PHEP Covid Response-Covid Tests -\$2250.00; Quick Set Auto Glass-Vehicle Maintenance-Windshields, Repairs-\$280.00; Quill Corporation-County Attorney- Office Supplies-\$346.96; Rapid Fire Protection, Inc-County Buildings-Fire Sprinklers Inspection-\$1100.00; Riverton Ranger, Inc-Segregated- Advertising-\$4698.68; Rocky Mountain Power-County Buildings-Utilities-\$1467.61; SDI Construction-Transportation- Building Repair-\$1175.00; Shultz, Kevin-County Elections-Reimbursement -\$86.40; Sweetwater Aire LLC-County Buildings-Repair / Maintenance-\$1374.11; Teton Pathology PC-County Coroner-Pathology -\$150.00; Traveling Computers-Computer Services-Computer Supplies, Services-\$381.66; Traveling Computers-Operation Safeguard-Conference System -\$23351.76; T-Y Excavation Inc-Transportation-Road Maintenance-\$6093.00; Verizon Wireless-Segregated-Wireless Telephone-\$408.53; West Payment Center-District Court-Library Plan -\$73.22; Winsupply of Riverton-County Buildings-Materials/Supplies-\$224.26; WY Dept of Health-Health Nurse-1st Qtr Payroll -\$35396.94; WY Public Health Laboratory-Public Health-Lab Fees/Supplies-\$304.00; Wyoming Behavioral Institute-Health & Welfare-Title 25-\$9802.00; Wyoming Machinery Co-Segregated-Parts & Service-\$12728.07; Wyoming State Bar-County Attorney-Annual Licenses-\$2372.50.

The following items in the Signature File were reviewed: 1) Sympathy Card; and 2) Record of Proceedings. Jennifer McCarty moved, Mike Jones seconded, to approve Resolution No. 2020-26 "Imposing an Excise Tax upon Retail Sales of Tangible Personal Property, Admissions and Services within Fremont County for Economic Development." Motion carried unanimously. Jennifer McCarty moved, Clarence Thomas seconded, to approve Application/Permits to Construct Access Driveway from Nick & Megan Brazil for East Pavillion Road; Brad DeSelmes for Squaw Creek Court and Scott MacNaughton for Squaw Creek Road. Motion carried unanimously.

Invoice No. 1 from Y2 Consultants for work on the updated Fremont County Natural Resource Plan was discussed, for a total of \$1,423.00 of the budget of \$50,000. Clarence Thomas moved, Jennifer McCarty seconded, to submit the invoice to the Governor's Office for payment under the Federal Natural Resource Policy Account. Motion carried unanimously.

Chairman Becker stated that following last week's meeting, he polled fellow Commissioners to relay Fremont County Fire Warden Craig Haslam's recommendation to lift the fire restrictions that were put in place earlier in the year. Larry Allen moved, Jennifer McCarty seconded, to ratify their decision to lift the fire restrictions, effective November 12, 2020. Motion carried unanimously.

There was nobody present for the public comment period.

County Clerk Julie Freese updated the Commission on submission of a new application for CARES funding. The total amount is \$328,434 and includes 1) Generator; 2) Connex Container; 3) Library Health and Safety items; 4) Library Collection items; 5) Library Technology; 6) Sheriff X-Ray equipment; 7) Sheriff laptops; 8) Video Networking Systems. Jennifer McCarty moved, Clarence Thomas seconded, to approve Resolution No. 2020-25 for the CARES funding application. Motion carried unanimously. Freese stated two applications have already been submitted, one for \$106,000 for PPE's and remodeling and \$3.3 million for Sheriff Deputy Salaries.

County Clerk Julie Freese presented a preliminary budget hearing for Budget Transfers related to the Harris Bridge project. The information will be advertised and the public hearing held the following meeting.

Transportation Superintendent Billy Meeks presented Amendment No. 2 to the Agreement with DOWL, LLC for an additional \$5,000 to complete the Moneta-Lysite Road Shoulder Widening Project. Larry Allen moved, Jennifer McCarty seconded, to approve Amendment No. 2. Motion carried unanimously. In another matter, a DOWL, LLC Change Order No. 1 with High Country Construction was submitted regarding the Willow Creek Road Shoulder Repair project. The Change Order represents a \$79,989.45 deduct for project quantity underruns, making the final contract price \$1,191,007.04. Larry Allen moved, Jennifer McCarty seconded, to approve Change Order No. 1 as presented. Motion carried unanimously.

Larry Allen moved, Jennifer McCarty seconded, to adjourn into Executive Session with Transportation Superintendent Billy Meeks and Administrative Secretary Jill Johnson regarding personnel. Motion carried unanimously. Larry Allen moved, Mike Jones seconded, to return to Regular Session. Motion carried unanimously.

The 2021 holiday schedule was reviewed, with the dates set as per policy. IT Supervisor Kevin Shultz had earlier informed the Board of the need to do computer upgrades on a work day, where computers would be inaccessible for at least five hours. As business cannot be conducted without the use of computers in the two offices that would be affected by the upgrades (County Clerk and County Treasurer), discussion occurred on trading the Good Friday Holiday (April 2) with Martin Luther King Jr Day (January 18) for 2021, whereby upgrades could be scheduled for the January 18th holiday, which is a work day for the company. It was noted that the banking institutions would all be closed on Martin Luther King Day as well, which works well with a Courthouse closure. Larry Allen moved, Clarence Thomas seconded, to approve Resolution No. 2020-23 "Adopting Holiday Closures and Other Closures for 2021. Motion carried unanimously. 2021 Holidays will be: New Year's Day (January 1); Martin Luther King Day (January 18); President's Day (February 15); Memorial Day (May 31); Independence Day Holiday (July 5); Labor Day (September 6); Veterans Day (November 11); Thanksgiving Day and following Friday (November 25-26); and Christmas Day Eve (December 24)., and set Columbus Day (October 11) as having the Courthouse closed to the public for an in-house training and cleaning day, with other County offices open for business as usual. The Commission meeting schedule for 2021 was reviewed as well. Larry Allen moved, Jennifer McCarty seconded, to approve the 2021 Commissioner Meeting Schedule. Motion carried unanimously.

Commissioner meeting reports and concerns were given:

The Commissioners reviewed Chief Civil Deputy Attorney Jodi Darrough's opinion regarding relinquishing roads to the tribes, and associated procedure to do such if the Commissioners wished. Clarence Thomas moved, Jennifer McCarty seconded, to have the County Transportation Superintendent meet with the WRITC Transportation Department and confirm the WRITC is still interested in pursuing taking the four roads into tribal inventory. Motion carried unanimously.

Commissioner Thomas discussed the possible need to change policy regarding procedures within the Courthouse in lieu of the spike of COVID-19 cases in the County. This could be possible office closures, temperature checks or mask mandates. In closing, it was determined that the Courthouse will remain status quo with no mask mandate.

A Public Hearing was held at 10:30 a.m., as advertised, ending the 45 day comment period on the draft County Small Wastewater Regulations. Planning Supervisor Steve Baumann and Small Wastewater technician Marcel Lopez reviewed the proposed changes and noted there had been no comments received to date. In addition to the legal advertising process, Lopez sent the revisions to over 100 business owners

who may be impacted. Polly Hines was present in the audience and asked for clarification on grey water usage as well as an easier way to access the Regulations. Larry Allen moved, Jennifer McCarty seconded, to approve the amended County Small Wastewater Regulations. Motion carried unanimously.

Douglas L. Thompson was present to continue the process needed by Y2 Consultants for updating the Fremont County Land Use Plan. A Steering Committee needs to be formed whose role is to review the current document and assist heavily in the development of objectives and priority statements for the updated document to be called the Natural Resource Management Plan. He stressed that the final authority to approve the Plan lies with the County Commission. Larry Allen moved, Jennifer McCarty seconded, to appoint the following seven members: Michael Jones; Douglas L. Thompson, Jason Wilson, Reg Phillips, Gary Horton, Arlen Lancaster and Jim Allen. Motion carried unanimously.

Larry Allen moved, Jennifer McCarty seconded, to adjourn into Executive Session with Planning Department Supervisor Steve Baumann regarding personnel. Motion carried unanimously. Following the session with Baumann, the Board stayed in Executive Session for another personnel matter. Larry Allen moved, Jennifer McCarty seconded, to return to Regular Session. Motion carried unanimously.

Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 12:15 p.m. and reconvene for a Regular Meeting on November 24, 2020. Motion carried unanimously

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

/s/ TRAVIS BECKER, CHAIRMAN
FREMONT COUNTY COMMISSIONERS

ATTEST:

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