

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
DECEMBER 22, 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 and Clarence Thomas. Commissioner Michael Jones was absent. 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, Larry Allen seconded, to approve the minutes of the Regular Meeting held on December 8, 2020. Motion carried unanimously.

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

Bills are listed in the following format: Vendor Name-Department-Description-Amount: 4imprint Inc-Phep Covid Response-Clothing-\$1075.48; A & I Distributors-Vehicle Maintenance- Oil/Fluids-\$158.90; Ace Hardware-Lander-County Buildings-Materials/Supplies -\$218.43; Amerigas-County Buildings-Propane-\$2640.66; Ameritech Equipment Co.-Operation Safeguard-Electric Fogger -\$9458.00; Anda Inc-Public Health-Vaccine-\$3028.20; App Unipath LLC-Detention Center-Inmate Medical-\$35.00; B & T Fire Extinguishers Inc-County Sheriff-Extinguisher Services-\$125.00; Bailey Enterprises, Inc-Segregated-Vehicle Fuel-\$12240.44; Bank Of The West-Segregated-Credit Card Charges-\$24767.80; Bank Of The West Acct Analysis-Investment Pool-Charges-\$246.04; Bill Jones Plumbing & Heating-Operation Safeguard-Services-\$3730.00; Burden, Dan-County Buildings-Services -\$235.00; C C & G, Inc-Harris Bridge-Services-\$135149.60; Capital Business Sys. Inc-Segregated-Supplies & Service-\$5695.37; Carroll Septic Service-Transportation-Services -\$150.00; Carver, Florek & James CPAS LLC-Support Services-Audit Services -\$20000.00; CenturyLink-Computer Services-Telephone/Internet-\$875.45; Charter Communications-Computer Services-Internet -\$339.96; Communication Technologies Inc-Support Services-Maintenance Agreement -\$2961.87; Control Solutions Inc-Phep Covid Response-Materials-\$2266.50; Dell Marketing, L.P.-Segregated-Computers-\$25323.21; Dubois Telephone Exchange-Dispatch Center-Tower Lease-\$560.00; Eagle Uniform & Supply Co-Vehicle Maintenance-Laundry-\$518.68; Edwards Communications-Prevention Program-Radio Advertising-\$1404.00; Electrical Dynamics, Inc-Operation Safeguard-Service-\$49040.00; Fifield, Teresa L.-County Elections-Election Judge -\$57.20; Floyd's Truck Center WY-Vehicle Maintenance-Parts -\$725.05; Fremont Broadcasting-Prevention Program-Advertising Radio-\$1500.00; Fremont Chevrolet GMC-Phep Covid Response-Vehicle-\$54662.00; Fremont County Library System-Library -Capital Loan-\$132188.99; Fremont County Solid Waste-County Buildings-Dump Fees-\$29.20; Fremont Motor Riverton Inc-Vehicle Maintenance-Parts/Supplies-\$5.89; Globalstar USA-Search & Rescue-Satellite Phone -\$189.93; Grainger-Segregated-Materials/Supplies -\$763.57; Great Divide Towing & Recovery-County Sheriff-Vehicle Towing-\$175.00; Gruber Technical Inc-County Sheriff-Maintenance Agreement-\$3956.00; Hague Auto Body-County Sheriff-Repairs & Parts -\$6348.04; High Plains Power, Inc-County Building-Utility Services-\$192.40; Int'l Academies Of Emergency Dispatch-Dispatch Center-Training -\$50.00; J Chad Professional Training LLC-Prevention Program-Training-\$117.00; Kairos Communications -Prevention Program-County 10 Advertising-\$1250.00; Lamar Companies-Phep Covid Response-Billboards Advertising-\$10004.00; Larsen, Debra L.-County Elections-Election Judge -\$57.20; Little Wind Convenient Care-Phep Covid Response-Covid Testing-\$1800.00; Mahlum, Zachary Hamilton-District Court-Court Appointment-\$175.00; Malcolm, Donna K.-County Elections-Election Judge -\$57.20; Malcolm, William A.-County Elections-Election Judge -\$57.20; Master's Touch LLC-County Treasurer-Mailing Services-\$1513.49; Matthew Bender & Co., Inc-County Attorney-Court Publications-\$182.10; McKay, Katherine G.-District Court-Court Appointment-\$2317.50; Motorola Solutions Inc-County Sheriff-Equipment Lease-\$225849.00; Motorola Solutions Inc-Dispatch Center-Equipment Lease-\$58725.00; Mountain Dental PC-Detention Center-Inmate Medical -\$828.00; Mountain West Towing LLC-Abandoned Vehicles-Vehicle Towing-\$298.90; Mr D's Food Center Inc-Segregated-Supplies -\$357.20; NMS Laboratories-County Coroner- Services -\$3731.00; Nolan, Melody-County Elections-Election Judge -\$57.20; Norco Inc-Transportation-Supplies-\$9.00; Office Shop Inc, The-Agriculture Department- Repair/Service-\$20.54; Office Shop Inc, The-Computer Services-Copier Lease -\$1376.00; O'Reilly Automotive Inc-County Buildings -Parts & Supplies -\$16.59; Palace Pharmacy-Detention Center-Inmate Rx's-\$4940.90; Pavillion, Town of-County Buildings-Water Utilities-\$112.50; Pioneer Pharmacy LLC-Phep Covid Response-Covid Tests-\$7050.00; Plainsman Printing & Supply -Clerk Of District Court-Office Supplies -\$84.42; Post, Raymond-County Buildings-Car Wash-\$14.19; Power Toys of Riverton-Search & Rescue-S & R Expenses -\$1012.69; Print Shop, The-Sheriff -Printed Office-\$193.00; Purdum, Virginia-County Elections-Election Judge -\$57.20; Quadiant Inc-Segregated-Postage-\$51.14; Quill Corporation-Segregated- Office Supplies-\$823.41; R C Lock & Key-County Buildings-Keys, Supplies & Services-\$880.50; Rehabmart LLC-Phep Covid Response-Wheelchairs-\$1522.53; Reichle, Andrea RPR-Public Defender-Court Transcripts -\$1667.05; RELX, Inc.-Segregated-Court Subscription-\$690.08; Remote Satellite Systems-Search & Rescue-S & R Equipment -\$56.00; Riverton Physician Practices LLC-Segregated-Drug / Dot Testing-\$397.00; Riverton Ranger, Inc-Segregated-Advertising Newspaper-\$139.10; Rochelle, Rick-Search & Rescue-Reimbursement -\$99.80; Rocky Mountain Power-Segregated-Utilities-\$11326.14; Rogers, Peny L.-County Elections-Election Judge -\$57.20; Sagewest Health Care-County Coroner-Services -\$697.40; Sagewest Health Care-Health & Welfare-Title 25 Patients-\$2975.00; Shoshoni, Town of-County Buildings-Water/Sewer-\$56.00; Sylvestri Customization-Prevention Program-Graphic Design / Social Media-\$2100.00; Sysco Montana Inc-Detention Center-Inmate Supplies-\$11466.21; Townsend, Barbara L-County Elections-Election Judge-\$57.20; Traveling Computers-Computer Services- Supplies, Services-\$4799.96; Tweed's Wholesale Co-Detention Center-Inmate Board -\$1060.49; T-Y Excavation Inc-Transportation-Road Maintenance-\$10841.95; Union

Telephone Company-Segregated-Cellphones-\$542.66; US Foods Inc-Detention Center-Inmate Board -\$8372.00; Verizon Wireless-Segregated-Cellphones-\$665.19; West Payment Center-District Court-Library Plan-\$146.44; Windmill, LLC-Road Construction-Winter Sand Area Roads-\$719.53; Winsupply of Riverton-County Buildings-Materials/Supplies-\$102.56; WY Law Enforcement Academy-Segregated-Training-\$2135.30; WY Public Health Laboratory-Public Health-Lab Fees/Supplies-\$54.00; Wyoming Behavioral Institute-Health & Welfare-Title 25 Patients-\$8294.00; Wyoming Financial Insurance -County Treasurer-Bond-\$125.00; Wyoming Waste Systems-County Buildings-Trash Removal-\$2771.42; Wyoming.Com-County Sheriff-Internet Service-\$999.95.

The following items in the Signature File were reviewed: 1) Thank you letter to Alan Sinner for service on the Fremont County Fair Board; and 2) Record of Proceedings. Larry Allen moved, Jennifer McCarty seconded, to approve Official Bond and Oaths for Clarence Thomas and Jennifer McCarty. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve a Fremont County Bank of the West Credit Card Application for Kevin Rieman with a limit of \$2,500.00. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve the Amended and Restated Joint Powers Agreement for the Wyoming Association of Risk Management Property Insurance Joint Powers Board, dated as of October 29, 2020. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve a License for New Construction of Utility Crossing or Encroachment from Black Hills Wyoming Gas for Country Club Drive. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve a Contract between NOVO Benefits, LLC and Fremont County for Health Benefits Consulting Services for January 1, 2021 through December 31, 2021. Motion carried unanimously.

Items in the Priority Mail were reviewed: A letter from Treasurer Jim Anderson stating that, in accordance with Wyoming Statute 18-4-106 "The County Treasurer shall ... each year cancel all unpaid county warrants which have been issued for more than twelve 12 months. The county treasurer shall certify to the board of county commissioners ... the number and amount of each county warrant...The board of county commissioners ... shall enter the list upon its journal and have the list published in the minutes of the regular meeting." "Any person holding a cancelled county warrant ... may present the warrant ... to the board of county commissioners within five (5) years after the date of cancellation and they shall issue the holder of the warrant ... a new warrant in the same amount ..." Clarence Thomas moved, Jennifer McCarty seconded, to accept the certification from Treasurer Anderson that the following warrants, which were issued more than 12 months ago, have not been paid, and are now cancelled. Motion carried unanimously.

<b>Date Issued</b>	<b>Paid To</b>	<b>Warrant Number</b>	<b>Amount</b>
4/3/2018	Bove, Christopher Vincent	162696	\$30.00
4/3/2018	Finlayson, Brett A	162714	\$53.00
4/3/2018	Hayes, J. T.	162735	\$56.80
4/3/2018	Rambo, Michelle L.	162791	\$54.00
6/12/2018	Shoshoni Pioneer	163335	\$620.00
9/18/2018	Smith, Kristi	164347	\$9.00
12/4/2018	Milleson, Kelsey	165143	\$25.00
12/18/2018	White, Ashley	165401	\$25.00
7/9/2019	Wind River Unity Council	166973	\$3,375.00

There was nobody present for the Public Comment period.

Public Health Nurse Manager Becky Parkins and Supervisor Kristi Krause presented the Memorandum of Understanding between Wyoming Department of Health, Public Health Division and Fremont County for grant funding for COVID-19 disease surveillance and testing activities. Total payment under this Agreement shall not exceed \$480,912.00. Parkins stated that part of the funding is approval for two new vehicles, with a trade in of two high mileage vehicles, with the remaining funding to be expended by June 30, 2021. Larry Allen moved, Jennifer McCarty seconded, to approve the Memorandum of Understanding as presented. Motion carried unanimously.

Chairman Becker stated the need to move immediately on advertising for applications for \$854,021.55 that is being distributed to Fremont County to be awarded to 501(c)(3) or 501(c)(19) agencies under the Community Charitable Relief Program, with a deadline for awarding the money by the end of the year. County Clerk Julie Freese will send out a News Release advertising for applications by December 28<sup>th</sup> at 5:00 p.m. Later in the meeting, Chairman Becker received updated information that there will be an

extension of expending the funds by the end of the year so continued discussion will occur on January 5, 2021 on the process to advertise for applications and distribute the money.

County Planning Supervisor Steve Baumann presented a plat for the Coffey Subdivision Vacation. The Subdivision is located off of Missouri Valley Road, approximately six miles east of the intersection with Highway 133, south of Pavillion. The new owners of all the lots in the Subdivision are requesting the Vacation of the entire Plat and will re-combine it as a single agricultural parcel once vacated. Jennifer McCarty moved, Clarence Thomas seconded, to approve the Coffey Subdivision Vacation as recommended by the Fremont County Planning Commission. Motion carried unanimously.

The Heritage Hills Subdivision Lots 20 & 21 Replat was reviewed by Planner Steve Baumann. The Subdivision is located two miles west of Lander off of Baldwin Creek Road. The purpose of the Replat is to adjust the lot line between the two lots to accommodate a home that was inadvertently built on the Lot line. Jennifer McCarty moved, Clarence Thomas seconded, to approve the Heritage Hills Subdivision Lots 20 & 21 Replat as recommended by the Fremont County Planning Commission. Motion carried unanimously.

Steve Baumann presented the proposed In Green Pastures Subdivision, located ½ mile west of Lander on Squaw Creek Road. The proposed simple subdivision consists of dividing a parcel of land into two lots of 1.09 and 32.97 acres. As the plat is within the one-mile reach of the City of Lander, it must be certified by the City prior to recording. Just to the north and west of the proposed Subdivision is Hornecker Subdivision which has a 60' publicly dedicated road and utility easement (Hornecker Drive) that intersects the northwest corner of the In Green Pastures Subdivision. Public record indicates that both the City of Lander Master Plan and Transportation Plan proposes a connecting road between Squaw Creek Road leading north from Hancock Drive, eventually connecting with Highway 28 near Country Meadows Lane. These two documents are a long term view of the proposed transportation and infrastructure system for the City of Lander. Communication with the Lander City Administrator indicates that the location of the proposed connection(s) that are shown in the Plans are not specific but show the desire of the City to have "long term connectivity between Squaw Creek Road and the Highway be included in all planning". So the connection off Squaw Creek Road is desirable, but its location has never been exactly determined, and as there is already a publicly dedicated road and utility easement on Hornecker drive in the area, it makes sense to utilize it as part of the future connection. As part of this planning, the suggestion to add a 60' wide road and utility easement along the north boundary of the In Green Pasture Subdivision was agreed to by the subdivider in order to facilitate making the future connection between Squaw Creek Road and Spriggs Drive more feasible. Larry Allen moved, Jennifer McCarty seconded, to approve the In Green Pastures Subdivision as recommended by the Fremont County Planning Commission. Motion carried unanimously.

Steve Baumann presented the Terrace Subdivision Lots 8 & 9 Re-Subdivision. The Subdivision is located five miles east of Dubois on Highway 26. The purpose of the Re-Subdivision is to move the lot line shared by Lots 8 & 9 to the west a short distance and to split Lot 9 into two parcels to facilitate the construction of a new residence on the newly created lot. Larry Allen moved, Jennifer McCarty seconded, to approve the Terrace Subdivision Lots 8 & 9 Re-Subdivision as recommended by the Fremont County Planning Commission. Motion carried unanimously.

In another matter, Steve Baumann presented a plat for Lander Hills Estates Subdivision Re-Plat that was previously approved on November 10, 2020; however, an error was made in the signatories signing in the correct spots. As a result, a new copy was presented for signatures.

Juvenile Treatment Courts Supervisor Melinda Cox was joined by Deputy County Clerk Margy Irvine to review the December 9, 2020 Memorandum from the Commissioners regarding COVID-19 testing.

UW Extension Educator Chance Marshall and Administrative Assistant Rachel Fisk informed the Board of their planning efforts for the Farm and Ranch Days event scheduled for February 3-4, 2021. He asked for any suggestions the Commissioners may have regarding educational programs they would like to see to benefit the agricultural community in Fremont County.

Transportation Superintendent Billy Meeks was joined by DOWL Engineer Kasey Jones who presented the Certificate of Final Completion for the Willow Creek Shoulder Repair Project and the Warranty. The only thing left remaining will be to grind asphalt by one of the cattle guards which will be completed next spring. Larry Allen moved, Jennifer McCarty seconded, to approve the Certificate of Final Completion and

Warranty as presented. Motion carried unanimously. The Board thanked Jones and High Country Construction for their work on the project.

Vice-Chairman Allen stated the contractor on the Moneta Lysite Road Shoulder Widening Project has been welding on the cattle guards. It was noted the work was not done by a certified welder. Jones stated he plans on asking for a two-year warranty instead of the standard one year to cover the County. The County could reject the work if the contractor refuses the proposal.

Billy Meeks stated bids have been opened for several projects and will be presented to the Commissioners at their next meeting once the contracts have been reviewed by the Deputy County Attorney. He stated the Harris Bridge should be completed in early January. They are currently pouring the approach slab on the south side.

Commissioner meeting reports were given.

Interviews were held with Dillon Hedges and Mistalyn Steffen for a term on the Fremont County Fair Board. Fair Manager Pat Hart was in the audience. Chairman Becker informed them there were now four applicants for the one vacancy and a selection would be made later in the meeting. Larry Allen moved, Clarence Thomas seconded, to appoint Mistalyn Steffen to the five year term on the Fremont County Fair Board. The Commission noted the other three applicants were very well qualified as well and their applications would be kept on file for one year in case a vacancy occurs.

AMR Regional Director Matt Strauss, Vice-President of Operations Jared Sherman and Regional Vice-President of Finance Ben Southwick were present to discuss the future of the lease agreement for ground ambulance in Fremont County. Operations Manager Diane Lane was in the audience, along with nine other people and four people were present via Zoom (a complete list is on file in the Commissioners' Office).

Transportation Superintendent Billy Meeks presented a plaque of appreciation to John Bringolf upon his retirement after 40 years of service to Fremont County. Family members and co-workers were present in the audience. The Commissioners thanked John for his service and presented him with a gift as a token of their appreciation as well.

Discussion continued on the upcoming FCAG meeting in January. There is a proposal being made to leverage the ½% Economic Development Tax dollars to obtain grants to bring in even more money to the municipalities and the county as a whole. Part of this is to establish an office with a director (\$75,000); Grant Writer (\$40,000); Grants Accountant (\$35,000) and Administrative Assistant (\$25,000), all benefitted positions. Commissioner Jennifer McCarty will relay the County's position to FCAG at their January meeting that the County will proceed with forming a committee to review all applications submitted at the county level themselves and their non-interest in joining FGAG's proposal.

Four letters of interest were received from realtors to sell two Fremont County buildings, the former Public Health Office in Riverton and the former Extension Office in Lander. Clarence Thomas moved, Larry Allen seconded, to select Home Source Realty to list the properties. Motion carried unanimously.

County Clerk Julie Freese provided an update on the status of Wyoming Coronavirus Relief Fund Grant Draft Request 1 for \$100,616.16 (renovations, extra supplies, incident command center, PPE's and overtime) and Draft Request #2 for \$3,408,610.99 (Sheriff's Patrol, Detention and Dispatch wages actual expenses). The Commission again expressed appreciation to Freese for her diligence on seeking the reimbursements from the State and looking out for the County.

Vice-Chairman Larry Allen noted the advertised closure of the Library System for the week between Christmas and New Year's and further stated the Fremont County Fair staff is doing the same.

Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 12:30 p.m. and reconvene for a Regular Meeting on January 5, 2021. Motion carried unanimously

County Commissioner Minutes  
December 22, 2020

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