

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
JUNE 11, 2019

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, Clarence Thomas, Jennifer McCarty and Michael Jones. Vice-Chairman Larry Allen joined the meeting later in the morning. Fremont County Clerk Julie A. Freese was present for the meeting.

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 June 4, 2019. Motion carried unanimously.

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

<u>Name</u>	<u>Department</u>	<u>Description</u>	<u>Total Cost</u>
Ace Hardware Lander	Segregated	Materials/Supplies	\$315.71
AlSCO Inc	Segregated	Laundry	\$273.17
Anda Inc	Public Health	Vaccines	\$6,898.78
Bank of the West	Segregated	Credit Card Charges	\$32,699.70
Bell Milby, Susan A.	Detention Center	Inmate Medical	\$250.00
Bloedorn Lumber Lander	County Buildings	Materials/Supplies	\$21.31
Charter Communications	Computer Services	Internet Services	\$109.98
Clifford, Gregory P. MD PC	Detention Center	Inmate Medical	\$8,567.00
Communication Technologies Inc	Segregated	Installation/Maintenance	\$3,669.63
Dubois Frontier, The	Segregated	Advertising	\$99.50
Eaton Sales & Service, LLC	Fuel Facility	Parts/Supplies	\$874.92
Fleetpride Inc	Vehicle Maintenance	Parts	\$451.46
Freeman, Carl	Dispatch Center	Reimburse Expenses	\$165.00
Fremont Motors Lander	Vehicle Maintenance	Parts/Supplies	\$109.36
Fremont Orthopaedics PC	Detention Center	Inmate Medical	\$750.00
Groomsmith, Tauna	Prevention Program	Reimburse Expenses	\$248.47
Holder, Philip	County Sheriff	Reimburse Expenses	\$23.26
Inberg Miller Engineers	Cooper Road Study	Engineering Services	\$6,275.56
Kone Inc	Segregated	Elevator Maintenance	\$1,215.21
Lander Medical Clinic PC	Detention Center	Inmate Medical	\$909.93
Lander Valley Auto Parts	Vehicle Maintenance	Parts/Supplies	\$331.61
Lander, City of	Segregated	Water/Sewer	\$2,492.73
Leonard, Anthony G.	Detention Center	Inmate Medical Services	\$1,260.00
Mark's Auto Sales & Towing	County Sheriff	Vehicle Towing	\$150.00
National Business Systems Inc	County Treasurer	Postcards	\$664.82
Nelson Engineering	Horse Creek Road Reconstruction	Surveying Services	\$1,601.25
Noble Medical, Inc	County Sheriff	Drug Testing Supplies	\$400.00
Norco Inc	Segregated	Supplies	\$5,691.86
Office Shop Inc, The	Agriculture Department	Service Agreement	\$275.11
Palace Pharmacy	Detention Center	Inmate Rx's	\$23,187.30
Parkins, Becky	Health Nurse	Reimburse Expenses	\$162.00
Peterbilt of Wyoming	Vehicle Maintenance	Parts	\$16.34
Post, Raymond	Segregated	Car Wash	\$57.51
Postmaster	Segregated	Box Rent/Postage	\$1,403.45
Print Shop, The	County Sheriff	Printed Office Supplies	\$74.25
Rocky Mountain Infectious Diseases	Detention Center	Inmate Services	\$223.00
Rocky Mountain Power	Segregated	Utilities	\$10,743.36
Sagewest Health Care	Detention Center	Inmate Medical	\$24,268.32
Shirts & More Inc	Planning	Signs	\$24.00
Shoshoni, Town of	Transportation	Water/Sewer	\$52.00
Skaggs Companies, Inc	Segregated	Uniforms/Supplies	\$384.95
Snider, Yvonne	Sheriff Victim Services	Reimburse Expenses	\$225.60
Stroupe Pest Control Inc	County Buildings	Pest Control	\$115.00

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Symbol Arts LLC	County Sheriff	Uniforms/Badges	\$454.50
Tweed's Wholesale Co	Segregated	Supplies/Inmate Board	\$1,139.47
Verizon Wireless	Segregated	Cellphone Services	\$317.79
Western Printing, Inc	County Sheriff	Printed Supplies	\$75.01
Winchester, Clyde	Transportation	Reimburse Expenses	\$13.86
Wind River Radiology PC	Detention Center	Inmate Medical	\$1,284.00
Wyoming Waste Systems	Segregated	Trash Removal	\$2,686.21
Wyoming.com	County Sheriff	Internet Services	\$999.95

The following items in the Signature File were reviewed: 1) Letter of appreciation to Shannon Batenhorst for service on the Wind River Visitor's Council; 2) Letter of appreciation to Robert Townsend for service on the Fremont County Historic Preservation Commission; and 3) Record of Proceedings. Clarence Thomas moved, Jennifer McCarty seconded, to approve a Modification of Grant or Agreement between the Fremont County Sheriff's Department and U.S. Forest Service, Shoshone National Forest. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve a letter to Governor Gordon and WYDOT Director Reiner supporting the Wind River Transportation Authority in Fremont County. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve a Request for Permission to Survey from WYDOT for the Lander to Fort Washakie US HWY 287 project. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve their open letter of support of the County Clerk, Elections Office and Fremont County Attorney who determined there was no violation of Wyoming Election Law regarding recent complaints from the Wyoming Democratic Party regarding alleged wrongdoing regarding the voting registration and election process. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) Wyoming County Commissioners Association National Environmental Policy Act and Federal Law and Policy Training on June 9-10, 2019 in Lander. (Commissioner Jones will attend as his schedule allows). 2) Office of State Lands and Investments Direct Distribution funding for Fiscal Year 2020; 3) BigIron Auctions sales brochure listing Fremont County surplus items (information sent to County employees who may wish to participate in the online auction).

The Public Comment period was held. Bob Fay requested additional information on the letter of support from the Commissioners regarding Wind River Transportation Authority.

Fremont County Planning Supervisor Steve Baumann stated the fuel contract expires June 30, 2019 and there is not adequate time to send out bid announcements by that time. The Commissioners stated they would like to bid it out so asked Baumann to request an extension from the current provider until the end of August to give time to bid it out.

The one renewal County Commissioner Scholarship application was reviewed. Jennifer McCarty moved, Clarence Thomas seconded, to award the renewal scholarship to Silas Goetz who is attending the University of Wyoming. Motion carried unanimously.

Five Expression of Interest letters were received for potential hearing examiners for upcoming Board of Equalization tax protest hearings. The Commissioners made the determination to interview Terrance Martin, John Schumacher and Jane Juve at the August 18th meeting.

Commissioner meeting reports were given.

Commissioner Mike Jones attended the monthly Fremont County Library Board meeting and stated they are still \$3,500 short for the mobile library trailer project and seeking grants. The Dubois Library Manager has resigned and they are re-evaluating the position. They have selected their officers for the new year. He toured the Fremont County Youth Camp and was very appreciative to the Fremont County Recreation Commission for their administration of the Camp. He toured the Green Mountain Campground with Recreation Board members and stated three spots are under water and will be closed until the water subsides.

Commissioner Jennifer McCarty attended the monthly Weed and Pest Control District board meeting where they are finishing up work on their budget.

Commissioner Clarence Thomas has visited with intertribal council members and stated the two members on the 1% Committee representing the Wind River Indian Reservation will schedule a meeting in the near future with the Tribal Transportation Planner to continue discussion.

County Clerk Julie Freese expressed an observation that the message regarding sandbag availability needs to be updated and it needs to be clear that although sandbags are available at the County Shops, sand is not. She also noted non-exempt employees are assisting with monitoring the flood situation over the weekend and they need to be paid accordingly. Commissioner Thomas stated volunteers on the Wind River Indian Reservation are filling sand bags for use as needed.

Chairman Travis Becker had numerous phone calls regarding flooding concerns and has been working with County Treasurer Tom Majdic who is researching installing an ATM machine in the Courthouse to assist customers. He referenced the City of Lander's current advertisement for RFP's for a grant writer and County Clerk Julie Freese asked for clarification on the Municipalities and County's membership to the Fremont County Association of Governments to which she was under the impression included a grant writer as part of the membership.

Sheriff Ryan Lee was present for a monthly update. Detention: There were 190 bookings in May, current inmate populations is 186 in house and 193 in custody. Currently there are eight female inmates in Sweetwater County (\$10,000 per month). There are currently four applicants in the background process for Deputies. Currently hiring one Control Technician and a new Lieutenant has been appointed and they are backfilling two Sergeant Positions as a result. Sheriff Lee expects he will need a budget infusion of \$100,000 in the inmate medical line item to finish out the fiscal year. They will have \$60,000 in unanticipated revenue; however, increases in population has resulted in increased unanticipated operational costs. Communications: Currently hiring three positions. Patrol/Enforcement: Currently hiring one Deputy Sheriff. Search and Rescue: Completed a recent mission in Sweetwater Canyon; however, minimal costs were reported. Commissioner Thomas stated an expansion in Detention beds would allow for additional federal monies coming into the system and recommended discussion be continued on this option. Sheriff Lee has visited with Vice-Chairman Larry Allen previously regarding staging an emergency EMS trailer in Lander. In closing, Sheriff Lee stated the Chief Civil Deputy Attorney is reviewing the Natrona County Juvenile Detention Contract for approval at a later date. Commissioner Thomas updated Sheriff Lee on the status of the Wind River Casino land which has been taken into tribal status.

Vice-Chairman Larry Allen joined the meeting at this time.

County Coroner Mark Stratmoen presented a monthly report. Current budget projections is that they will be slightly over due to the following: Of the 21 cases since April 1st, 15 have been non-natural; 13 of those accidental. Traffic: after four months without a traffic fatality, there have now been seven since April 1st. To compare, for the same period in 2018, there were 4 non-natural deaths. Autopsies: They have averaged about two autopsies per month (26 total for the fiscal year so far). March and April had eight. The jump in autopsies would be expected in consideration of the jump in non-natural deaths. Inquest: the court reporter for the inquest in April was equivalent to one autopsy cost. Other overage items included worker's compensation and retirement for overtime, vehicle fuel, operating supplies and infection control, and equipment less than \$1,000 (a detailed budget by line item was provided). Under budget items include rentals due to fleet reduction and change to less expensive vehicles. Projects include the fencing project for the cemetery at the Wind River Life Center, this has been postponed several times due to inclement weather but scheduled again for the following day. The Homeland Security mass fatality trailer has been delivered to Riverton and will be staged there for more ready access to western Wyoming rather than having two trailers staged in Cheyenne. In closing, Coroner Stratmoen stated they assisted in the recovery of the Search and Rescue event last weekend.

Chief Civil Deputy Jodi Darrough informed the Board that she has received one application to do psychological evaluations for Title 25 patients. A draft bill for Title 25 evaluations is being prepared. Chairman Becker attended a Town Hall meeting in Riverton with Senator Bebout and Representative Salazar in attendance and Senator Bebout stated he would move the bill forward.

Vice-Chairman Larry Allen provided his meeting report by stating he also attended the Riverton Town Hall meeting. He met with Riverton Vehicle Maintenance Supervisor Kam Larson and reported on that meeting.

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Sherry Moore was present to interview for re-appointment to a three year term on the Fremont County Historic Preservation Commission. Kass Harrell interviewed by speaker phone. Later in the meeting, Jennifer McCarty moved, Clarence Thomas seconded, to re-appoint Sherry Moore and Kass Harrell to the Fremont County Historic Preservation Commission. Motion carried unanimously.

Tom Jones was present to interview for re-appointment to a three year term on the Fremont County Planning Commission. Later in the meeting, Jennifer McCarty moved, Larry Allen seconded, to re-appoint Tom Jones to the Fremont County Planning Commission. Motion carried unanimously.

Popo Agie Ranch Homeowners Association representative Bill Lee was joined by Transportation Superintendent Billy Meeks to review the Association's efforts to find another funding source to protect Fremont County infrastructure and subdivision damage related to spring flooding. Association landowner Jim Corbett was present in the audience. Lee stated that since 2017 their Association has explored funding and most recently through a FEMA grant, which was unsuccessful. They have now been made aware of a DEQ Abandoned Mine Land Division (AML) application process for the Public Facilities program. They already have a conceptual plan in place which was required for the FEMA grant, and they now need a public entity to sponsor the grant. As the County intends to submit an AML grant for the Detention Door project, there were questions on whether they could sponsor two projects. The request from the Association was taken under advisement pending additional information on the grant requirements. County Clerk Julie Freese advised Bill that all grant applications must go through Budget Analyst Joe Felix.

Wind River Visitor's Council Vice-President Ryan Preston and Treasurer Mike Anderson returned to the meeting at the Commissioner's invitation to discuss several budget issues. Kathy Blair, Secretary, was present in the audience. The group submitted a breakdown of support to the Wind River Indian Reservation (Media, PR, Tours, Printed Materials, Wind River Reservation Interpretive Plan Support, WindRiver.org and Social Media sites, Networking, Cultural Trust Fund Grants). The funding guidelines for the Tourism Asset Development (TAD) grants was further discussed. The Commissioners, as an entity of the Joint Powers Board, must approve the FY 2019-20 budget no later than June 30, 2019; however they asked for further clarification of the various line items to review at their next meeting. The formation of the 1989 Joint Powers Board was discussed as related to participating entities.

A Budget work session was held. County Clerk Julie Freese and Financial Assistant Joe Felix was present. Julie updated the board on changes made since the last meeting and distributed information on employee changes from last year. She also stated that there were no line items cut from the last session and wanted to make sure the Commissioners got an opportunity to do that if they wished. Assessor Tara Berg was present to explain her employee reorganization proposal. She explained that the GIS Coordinator would be retiring in November/December and that her wish that as of July 1st she be allowed to adjust the wages of her employees as presented which will result in a reduction as of November/December of one less employee and savings of approximately \$43,000 starting in 2021 if her plan is approved. Discussion was held and her request was tentatively approved.

Discussion was held on the salary increases proposed for department heads during the previous Commissioner meeting. Commissioner Allen stated that they had discussed increases for all department heads but had not yet discussed Emergency Management. This discussion ensued and an increase to \$60,000 was tentatively approved for the Emergency Management Coordinator. County Clerk Julie Freese stated that she had included a statement in the last minutes that the changes presented last week were tentative and would not be approved until the budget was adopted June 25, 2019.

Commissioner Allen left his list of preferred action on the remaining budgets as he had to leave at this time for personal reasons.

Commissioner Thomas stated he felt that county governmental entities who were funded by other state or federal governmental agencies should be more likely to receive salary increases due to their workload and are subsequently being supplied with more revenue for that workload. However, those entities under the General Fund might not get the increase as the budgets were too tight at this time. He stated that the Commissioners are taking risks in increasing budgets and they have to be careful by including an increase for the department heads at this time. Commissioner Jones stated that Department Heads also have taken on more responsibilities and felt the commission has higher expectations of them and expressed it was important to make changes to their salaries as well. Julie Freese stated that Department Head increases in total (salary and associated benefits) were less than \$30,000 as tentatively approved.

The commissioners turned to the Social Services and the following list of requests and tentative approvals were given by majority agreement.

Social Service	FY18-19	FY19-20	Tent App
Children's Advocacy	\$5,000	\$5,000	\$5,000
Fremont County Alliance	\$2,500	\$2,500	\$2,500
VOA Center of Hope	\$50,000	\$60,000	\$50,000
Good Samaritan Center	\$5,000	\$5,000	\$5,000
High Country Senior Citizens	\$4,000	\$10,000	\$4,000
Eagles Hope Transitions	\$0	\$10,000	\$0
Indigent Care	\$255,500	\$268,000	\$268,000
Injury Prevention	\$0	\$5,000	\$0
Lander Senior Citizens	\$15,000	\$15,000	\$15,000
Riverton Senior Citizens	\$15,000	\$15,000	\$15,000
Shoshoni Senior Citizens	\$6,800	\$7,000	\$6,800
Statutory Medical	\$250,000	\$250,000	\$250,000
Wyoming Senior Companions	\$1,200	\$1,200	\$1,200
City of Lander--Flood Mitigation	\$0	\$25,000	\$0
Predatory Animals	\$0	\$5,000	\$0
Fire Warden	\$10,000	\$15,000	\$10,000
Historic Preservation	\$1,000	\$1,000	\$1,000
Riverton Airport	\$0	\$50,000	\$0
FAST	\$216,000	\$215,000	\$215,000
Totals	\$837,000	\$964,700	\$848,500

Recreation Board. No changes were made to this budget. The budget includes the same budget as last year plus encumbrances of entities who had to hold over their projects to the upcoming fiscal year.

Discussion was held on how to balance the budget at this point. Julie Freese, County Clerk reminded them the following areas of revenue that they could utilize.

Capital Revolving Fund	\$300,000	
Health Insurance Fund	\$300,000	
Cash Reserve	\$428,699	(The Commissioners paid almost 3 payments to the Cash Reserve in FY19-20 for the repayment of the Justice Center. That amount available (and still keep them on their 10 yr Repayment plan) is \$328,699. The other \$100,000 was money set aside for Detention employee replacements which has not been needed)

Commissioner Jones asked for an explanation on how this revenue was available in these funds and Chairman Becker described the Capital Revolving Fund as a fund that the General Fund had contributed to in order to help the county fund their own vehicles and equipment and that by purchasing items, it built up funds over time which could be used to balance the budget when necessary and still have the purchasing power to use to fund the equipment needs. The Health Insurance Fund is always a hard area to decide to take money from as the Health Committee strives to keep a cash reserve within its fund to handle any unforeseen claims in any given year. Freese stated that the county is self-funded and the fund has (so far) been fairly healthy and if the County used any money from this fund and the fund suddenly lacked the ability to sustain itself, the commissioners would be required to dip into their own cash reserves to make it solvent. The General Fund Cash Reserve had been used this current fiscal year, but Julie had budgeted to return the Reserve to its expected starting amount at the beginning of the budget process. Freese also explained that none of these funds are always available and that the money expected to be used last year from the Road Construction Fund was not being used in the current year which had affected the budget process this year. Commissioners chose to use the Capital Revolving and Health Insurance money plus \$428,003 to tentatively balance the budget for advertisement purposes.

County Clerk Julie Freese will advertise the proposed budget as required by State Statute.

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There being no further business, Jennifer McCarty moved, Clarence Thomas seconded, to adjourn the meeting at 3:10 p.m. and reconvene for a Regular Meeting on June 18, 2019. Motion carried unanimously.

A full detailed report and the official minutes are posted on Fremont County's website at www.fremontcountywy.org.

/s/ TRAVIS BECKER, CHAIRMAN
FREMONT COUNTY COMMISSIONERS

ATTEST:

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