

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
JUNE 25, 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, Vice-Chairman Larry Allen, Clarence Thomas, Jennifer McCarty and Michael Jones. Fremont County Clerk Julie A. Freese was present for the meeting.

Larry Allen moved, Jennifer McCarty seconded, to approve the agenda as amended. Motion carried unanimously.

Larry Allen moved, Jennifer McCarty moved, to approve the minutes of the Regular Meeting held June 18, 2019. Motion carried unanimously.

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

<u>Name</u>	<u>Department</u>	<u>Description</u>	<u>Total Cost</u>
307 Shredding LLC	Segregated	Misc Shredding Services	\$393.75
71 Construction	Red Canyon Road	Construction	\$64,570.51
Allen, Larry	County Commission	Reimburse Expenses	\$2,464.00
B & B Enterprises LLC	Transportation	Signs/Supplies	\$132.50
Black Hills Energy	Segregated	Utility Service	\$3,630.75
Breadboard, The	County Coroner	Meals	\$48.51
Carroll Septic Service	Transportation	Services	\$150.00
Center for Education	County Sheriff	Publications	\$124.95
Central Wyoming College	Dispatch Center	Tower Lease	\$478.80
Clifford, Gregory P. MD PC	Detention Center	Inmate Medical	\$6,531.00
Coronado, Sherri Sue	Segregated	Training Fees/Expenses	\$3,223.30
Fairfield Tree and Lawn	County Buildings	Tree Services	\$688.00
Fleetpride Inc	Vehicle Maintenance	Parts	\$229.84
Food Services of America	Detention Center	Prisoner Board	\$1,837.79
Freese, Julie	County Clerk	Reimburse Expenses	\$102.25
Fremont Orthopaedics PC	Detention Center	Inmate Medical	\$386.00
Glassburn, Jennifer M.	Segregated	Court Transcripts	\$297.50
Harloff Company Inc	Detention Center	Equipment	\$1,612.12
I State Truck Center	Vehicle Maintenance	Parts	\$69.46
Jones, Michael	County Commission	Reimburse Expenses	\$290.40
Laird, Kyle	County Sheriff	Contract Services	\$100.00
Lander Medical Clinic PC	Detention Center	Inmate Medical	\$158.95
Lawson Products, Inc	Vehicle Maintenance	Parts/Supplies	\$514.55
Leseberg, Kaylee	County Sheriff	Contract Services	\$140.00
Matthew Bender & Co., Inc	Segregated	WY Court Rules	\$1,395.02
Nacota, Veronica	County Sheriff	Contract Services	\$100.00
National Business Systems Inc	County Treasurer	Postcards	\$628.23
NMS Laboratories	County Coroner	Toxicology Services	\$1,297.00
Noble Medical, Inc	County Sheriff	Drug Testing Supplies	\$401.19
Norco Inc	Transportation	Supplies	\$193.00
Office Shop Inc, The	Dispatch Center	Service Agreement	\$44.78
Overhead Door Inc	County Buildings	Services/Supplies	\$378.54
Parkins, Becky	Diabetes Program	Reimburse Expenses	\$180.00
Phillips, Adam E.	District Court	Court Representation	\$187.50
Quick Set Auto Glass	Vehicle Maintenance	Windshields/Repairs	\$250.00
Quill Corporation	Fremont County WIC	Office Supplies	\$132.44
R C Lock & Key	County Buildings	Keys/Supplies/Services	\$443.00
Ratliff Stanley, Shanell	County Elections	Election Judge	\$140.00
Reed's Moghaun Office Supply	Segregated	Office Supplies	\$382.71
Riverton Ranger, Inc	Segregated	Advertising	\$1,766.99
Romero, Alexiss	Clerk of District Court	Reimburse Expenses	\$134.40
RS Bennett Construction Co., Inc.	Moneta Lysite Road Shoulder	Construction	\$25,500.00
Sagewest Health Care	Detention Center	Inmate Medical	\$13,653.30
Sammons Oil Co, Inc	Vehicle Maintenance	Supplies	\$272.00

County Commissioners Meeting
June 25, 2019

Shirts & More Inc	Vehicle Maintenance	Vehicle Decals	\$67.00
Six Robbles' Inc	Vehicle Maintenance	Parts	\$284.26
Spoonhunter, Leslie	Fremont County WIC	Reimburse Expenses	\$87.00
Superior Ind. Supply & Equip.	Segregated	Supplies/Services	\$2,289.96
Swann, Kiana	County Sheriff	Contract Services	\$140.00
Sylvestri Customization	Prevention Program	Website/Graphic Design	\$5,000.00
Sysco Montana Inc	Detention Center	Inmate Supplies	\$5,451.20
Traveling Computers	Computer Services	Dubois Library	\$2,530.50
Truenorth Steel Inc	Road Material Inventory	Materials	\$9,685.92
Tweed's Wholesale Co	Detention Center	Inmate Board	\$4,353.74
T Y Excavation Inc	Transportation	Road Maintenance	\$7,276.30
West Payment Center	District Court	Library Plan	\$68.43
Wilkerson, James A, IV, MD PC	County Coroner	Autopsy	\$1,175.00
Wind River Radiology PC	Detention Center	Inmate Medical	\$294.00
WY County Assessors Assoc.	County Assessor	Association Dues/Conference	\$250.00
WY Dept of Transportation	Vehicle Maintenance	Replace County Plates	\$15.00
Wyoming Behavioral Institute	Health & Welfare	Title 25	\$4,524.00
Wyoming Counseling Serv PC	Detention Center	Contract Service	\$250.00
Wyoming Machinery Co	Vehicle Maintenance	Parts	\$42.41
Wyoming Supreme Court	District Court	Salary Reimbursement	\$6,742.00

Mike Jones moved, Jennifer McCarty seconded, to accept a voucher from Wyoming Behavioral Institute in the amount of \$4,524.00 for two Title 25 patients. Motion carried unanimously. Discussion was held on six claims from SageWest Health Care for April, May and October 2018. These were taken under advisement in order to give Chief Civil Deputy Jodi Darrough an opportunity to research the County's responsibility for payment of bills occurring in the prior fiscal year.

The following items in the Signature File were reviewed: 1) Record of Proceedings.

The following items in the Priority Mail were reviewed: 1) Wyoming County Commissioners Association request for County Commissioner presence at the July 30, 2019 Joint Opioid Addiction Legislative Committee meeting in Riverton (Chairman Becker plans to attend); and 2) Secretary of the Interior notice of PILT payments for Fremont County. Jennifer McCarty moved, Mike Jones seconded, to accept the low bid submitted by Fremont Auto Collision Center in the amount of \$3,044.24 for repairs to a Transportation Department pickup, with funding from that Department. Motion carried unanimously.

There was nobody present for the Public Comment period.

Vehicle Maintenance Supervisor Brad Meredith provided an update on MG-119, a motor grader that needs repairs. The unit is stationed in the Atlantic City area, is still under warranty and Meredith stated a loaner may be a possibility.

In another matter, Brad Meredith reviewed the current structure of the Vehicle Maintenance Department. He has conducted interviews and recommended Lander Shop Mechanic Kenny Haslam be promoted to the vacant Riverton Shop Foreman position. Larry Allen moved, Mike Jones seconded, to approve the recommendation to promote Kenny Haslam to the Riverton Shop Foreman position at a salary of \$53,500, effective July 1, 2019. Motion carried unanimously. In an effort to bring the Lander Lead Mechanic salary more in line with additional duties that position will be responsible for, he recommended a salary increase from \$49,207 to \$52,207. Lengthy discussion ensued regarding the tier structure and applicable salary structure for each position. The Commissioners earlier denied moving the Lead Mechanic to the Foreman position in the Lander shop, as they envision Meredith to continue work as Shop Foreman in the Lander shop when time permits and they had discussion regarding applicable salaries for each job title. Larry Allen moved, Jennifer McCarty seconded, to increase the Lander Lead Mechanic salary to \$52,207, effective July 1, 2019. Voting against the motion: Travis Becker. Motion carried. Meredith stated the vacant Mechanic position is currently being advertised, and for budgeting purposes the salary of \$47,000 will be used for that position (currently being advertised between \$43,000 and \$49,000, depending upon experience). He further plans to have one of the two Apprentice Mechanics in the Riverton Shop report to the Lander Shop for training and hands on experience, as well as to ensure that there are always two mechanics in the shop at one time, for safety reasons. It was noted that Phase II of the Standard Occupational Classification discussion will continue when the Elected Officials meet on July 30th regarding salary compensation for each SOC.

County Commissioners Meeting
June 25, 2019

Executive Health Insurance Committee member Jim Anderson presented several plan documents for approval. Larry Allen moved, Jennifer McCarty seconded, to approve BlueCross BlueShield ASO Group Plan Change to add Cologuard Benefits, retroactive to January 1, 2019. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve the Administrative Agreement with BlueCross Blue Shield and SpringBuk. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve an Application and Schedule for Excess Loss Insurance with Gerber Life Insurance Company with all costs to remain the same. Motion carried unanimously.

A Public Hearing was held at 10:00 a.m., as advertised, regarding Unanticipated Revenues and Budget Transfers within the FY 2019-2020 budget. Present was County Clerk Julie Freese and Financial Assistant Joe Felix. The Commissioners were updated on several changes from the previously presented information and advertisement, based on last minute changes required by the end of the fiscal year, ending June 30, 2019. Larry Allen moved, Jennifer McCarty seconded, to approve Resolution No. 2019-10 "FY 2019-2020 Budget Amendment No. 8." Motion carried unanimously.

The FY 2019-2020 proposed budget was discussed. Present in the audience was Sheriff Ryan Lee, Communications Supervisor Carl Freeman, Administrative Assistant Karla Davis, Treasurer Tom Majdic, Deputy Treasurer Jim Anderson and Building Maintenance Supervisor J.R. Oakley. County Clerk Julie Freese provided an update on the public hearing held the previous evening as related to the E-911 Dispatch fund and the recommendation to continue at \$0.75 per access line surcharge, which includes both traditional wire-line and cellular lines. Jennifer McCarty moved, Larry Allen seconded, to keep the E-911 \$0.75 per access line surcharge for the new fiscal year. Motion carried unanimously.

County Clerk Julie Freese and Financial Assistant Joe Felix discussed changes made to the budget since it was advertised two weeks ago. Included was the following:

- 1) Certified assessed valuation of \$689,613,586
- 2) Component unit fund balances updated
- 3) Actual revenue for PILT payment of \$2,709,175
- 4) Vehicle Maintenance salary adjustments approved earlier in the meeting
- 5) \$300,000 from Health Insurance fund
- 6) \$300,000 from Capital Revolving fund
- 7) Additional amount to Cash Reserve last year in excess of \$200,000 repayment for Justice Center
- 8) \$100,000 out of Cash Reserve which was encumbered for Sheriff's Office for unfilled positions

From the public hearing the previous evening, Freese stated representatives and supporters for the Eagles Hope Transitions had asked the Commission to reconsider funding the program for the upcoming fiscal year. The budget request was \$10,000 for the first time program request and the Commissioners had voted not to fund the request. Clarence Thomas moved, Larry Allen seconded, to fund the Eagles Hope Transitions program \$4,000. Voting against the motion: Jennifer McCarty, Mike Jones and Travis Becker. Motion failed.

There being no further changes to the proposed budget, Larry Allen moved, Jennifer McCarty seconded, to approve the FY 2019-2020 budget. Motion carried unanimously.

Commissioner Clarence Thomas presented an achievement award plaque to Treatment Courts Director Melinda Cox in recognition of 30 years of service. Numerous family, co-workers and peers were present in the audience.

The Wind River Visitor's Council proposed budget and operating plan, effective July 1, 2019, was reviewed following additional information presented by members of the Council at several preceding meetings. Clarence Thomas moved, Mike Jones seconded, to approve the FY 2019-2020 budget as presented. Motion carried unanimously.

Public Health Nurse Supervisor Kathleen Laidlaw and Public Health Emergency Preparedness Coordinator Traci Foutz indicated the need to purchase a PortaCount Respirator Fit Tester for Fremont County. Foutz stated there is sufficient funding in her grant to purchase the unit and the unit will not have to be borrowed from another County when needed here. Clarence Thomas moved, Jennifer McCarty seconded, to authorize the expenditure of \$17,830 from the Emergency Preparedness Coordinator grant for the purchase. Motion carried unanimously.

County Commissioners Meeting
June 25, 2019

Commissioner meeting reports were given:

Vice-Chairman Larry Allen attended the Riverton Airport Board meeting and reported the new airline is now sending a 50 seat passenger jet and their track record indicates that over 2,206 flights, only four were cancelled due to mechanical issues. There have been 674 enplanements in May and 2,750 for the year.

Commissioner Mike Jones stated the Library is going through a review process of the Library Director. He stated the need for the various County appointed boards to receive board training and Chief Civil Deputy Jodi Darrough stated she plans to schedule the training in the near future.

Chairman Travis Becker, along with Commissioners Allen and Jones, met with SageWest Health Care regarding Title 25 issues.

County Clerk Julie Freese stated she attended a meeting scheduled by Representative Lloyd Larsen at the Frank B. Wise building on Monday to continue discussion on tribal ID's. The Tribal Relations Committee will meet in August and she expects ongoing discussion. She will be meeting with constituents across Fremont County to provide updates on titling for vehicles as new changes will begin in January 2020. Will be working through the summer on voting equipment required for the 2020 general election as well as locations for vote centers throughout the County. Connectivity will be a major issue as e-poll books will be necessary.

There being no further business, Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 11:00 a.m. and reconvene for a Regular Meeting on July 2, 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