

STATE OF WYOMING )  
 ) ss.  
COUNTY OF FREMONT )

LANDER, WYOMING  
OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
JULY 23, 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.

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

Jennifer McCarty moved, Larry Allen seconded, to approve the minutes of the Regular Meeting held July 9, 2019. Motion carried unanimously.

Jennifer McCarty moved, Larry Allen seconded, to accept the bills for payment. Chairman Becker abstained from voting on The Print Shop voucher and a travel voucher for the Fremont County Prevention Program was withheld pending further discussion on mileage rates reimbursement. Motion carried unanimously.

<u>Name</u>	<u>Department</u>	<u>Description</u>	<u>Total Cost</u>
4 H Extension	Agriculture Department	Camp Registration	\$50.00
71 Construction	Road Material Inventory	Hot Mix	\$6,572.58
Ace Hardware Lander	Segregated	Materials/Supplies	\$544.42
Ace Hardware Riverton	Segregated	Materials/Supplies	\$222.20
Airgas USA LLC	Vehicle Maintenance	Cylinder Rental	\$109.59
Arcasearch Corporation	Clerk of District Court	Compass Site	\$2,800.00
Bailey Enterprises, Inc	Inventory	Fuel	\$20,088.16
Big Brothers Big Sisters of NW WY	TANF Grant	Quarterly Reimbursement	\$5,070.14
Bloedorn Lumber Lander	Transportation	Materials/Supplies	\$6.04
Carroll Septic Service	Transportation	Services	\$150.00
Center of Hope	Health & Welfare	Allocation	\$50,000.00
CenturyLink	Segregated	Telephone	\$4,193.88
Charter Communications	Segregated	Internet	\$323.85
Clifford, Gregory P. MD PC	Detention Center	Inmate Medical	\$2,239.00
Communication Technologies Inc.	Support Services	Maintenance Agreement/Repairs	\$3,479.58
Eagle Uniform & Supply Co.	Vehicle Maintenance	Laundry Services	\$74.89
Eaton Sales & Service, LLC	Fuel Facility	Parts/Supplies	\$3,508.61
Edwards Communications	Prevention Program	Radio Advertising	\$489.00
Extra Packaging LLC	County Coroner	Supplies	\$4,529.40
F C Good Samaritan Center	Health & Welfare	Allocation	\$5,000.00
Floyd's Truck Center WY/Jack's Truck	Vehicle Maintenance	Parts	\$202.61
Fremont Broadcasting	Prevention Program	Advertising	\$600.00
Fremont County Alliance	Health & Welfare	Allocation	\$2,500.00
Fremont County Fire	Public Safety	Allocation	\$10,000.00
Fremont County Solid Waste	County Buildings	Dump Fees	\$61.20
Grainger	County Buildings	Materials/Supplies	\$54.80
Help for Health	Health & Welfare	Allocation	\$150,000.00
High Country Senior Citizens	Health & Welfare	Allocation	\$4,000.00
High Plains Power, Inc.	Segregated	Utility Services	\$1,296.65
J. Brower Psychological Services	Dispatch Center	Contract Services	\$325.00
Jack's Saw Shop Inc.	County Buildings	Supplies/Equipment	\$24.99
James Gores & Associates, P.C.	Moneta Lysite Road Shoulder	Engineering Services	\$53,167.24
John Deere Financial	Segregated	Materials/Supplies	\$51.08
Lander Senior Citizens Center Inc.	Health & Welfare	Allocation	\$15,000.00
Lander Valley Auto Parts	Vehicle Maintenance	Parts/Supplies	\$445.26
Lawson Products, Inc.	Vehicle Maintenance	Parts/Supplies	\$186.84
Miller, Margaret	District Court	Court Appointments	\$292.50
N Compliance Safety Services, Inc.	Transportation	MSHA Training	\$5,000.00
Napa Auto Parts Riverton	Vehicle Maintenance	Parts/Supplies	\$738.29
National Business Systems Inc.	County Treasurer	Postcards	\$618.17
Natrona County Sheriff	Detention Center	Inmate Housing	\$19,890.00
NMS Laboratories	County Coroner	Toxicology Services	\$1,540.00
Norco Inc.	Vehicle Maintenance	Supplies	\$108.71

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Novo Benefits	Health Benefit Plan	Insurance Services	\$4,817.00
Office Shop Inc, The	Computer Services	Copier Lease Payment	\$1,376.00
Oftedal Construction, Inc.	Dry Creek Road Improvement	Construction	\$360,808.66
Osage Industries, Inc.	Vehicle Maintenance	Parts and Freight	\$134.23
Pavillion, Town of	County Buildings	Water Utilities	\$112.50
Paws for Life	County Sheriff	Animal Boarding	\$630.00
Post, Raymond	Segregated	Car Wash	\$50.23
Print Shop, The	County Treasurer	Printed Office Envelopes	\$282.00
Quill Corporation	County Attorney	Office Supplies	\$662.57
Red Canary, Inc.	Computer Services	Subscription Fee	\$6,250.00
Richardson, Debbie	County Treasurer	Reimburse Expenses	\$356.80
Riverton Physician Practices LLC	Segregated	Drug Testing	\$906.00
Riverton Ranger, Inc.	Segregated	Advertising	\$2,928.36
Riverton Search & Rescue	Forest Reserve	Training	\$1,050.00
Riverton Senior Citizens	Health & Welfare	Allocation	\$15,000.00
Rocky Mountain Boilers Inc.	County Buildings	Services	\$4,000.00
Rocky Mountain Power	County Buildings	Utilities	\$1,581.93
RS Bennett Construction Co., Inc.	Moneta Lysite Road Shoulder	Construction	\$133,904.00
Sagewest Health Care	Detention Center	Inmate Medical	\$2,601.49
Segregated	Health Promotion	Wellness Reimbursements	\$810.00
Shoshoni Senior Center Inc.	Health & Welfare	Allocation	\$6,800.00
Six Robblees' Inc.	Vehicle Maintenance	Parts	\$184.21
Stanley, Jaxon	County Sheriff	Contract Services	\$140.00
Stroupe Pest Control Inc	County Buildings	Pest Control	\$200.00
T Y Excavation Inc	Transportation	Road Maintenance	\$2,400.00
Traveling Computers	Computer Services	Support	\$5,744.99
Truenorth Steel Inc	Road Material Inventory	Cattle Guards	\$19,200.00
Underwood, Tiesha	Detention Center	Inmate Supplies	\$602.00
Union Telephone Company	Segregated	Cellphones	\$1,118.75
University of Wyoming	Agriculture Department	Conference Registration	\$150.00
Verizon Wireless	Youth Services	Cellphones	\$333.96
Vetter, Patrick	Forest Reserve	Training	\$1,237.40
West Payment Center	District Court	Library Plan	\$68.43
William H. Smith & Associates Inc	Transportation	Surveying Services	\$3,056.40
Wind River Radiology PC	Detention Center	Inmate Medical	\$281.00
WY Dept of Health	Health Nurse	4th Qtr Payroll	\$54,252.84
WY Public Health Laboratory	Public Health	Lab Fees/Supplies	\$194.00
Wyoming Dept of Transportation	Segregated	Fuel	\$2,572.00
Wyoming Office Attorney General	24/7 Program	Program Fees	\$3,182.00
Wyoming Senior Citizens, Inc	Health & Welfare	Allocation	\$1,200.00

The following Title 25 vouchers were submitted for payment: Sage West Health Care in the amount of \$17,850.00; Wyoming Behavioral Institute in the amount of \$7,540.00 and Fremont Counseling Service in the amount of \$290.00. Jennifer McCarty moved, Larry Allen seconded, to accept the three vouchers for payment. Motion carried unanimously. Commissioners Allen and Jones will discuss the Board's concern that the Sage West bills were from a previous fiscal year, making budgeting difficult, at a meeting with Sage West the following day.

The following items in the Signature File were reviewed: 1) Abatement Summary; 2) Sympathy Card; and 3) Record of Proceedings. Larry Allen moved, Jennifer McCarty seconded, to approve a Fuel Contract between Fremont County Government, Fremont County Solid Waste Disposal District and Bailey Enterprises, Inc./Bailey Oil Company for FY 2019-2020 with an option for a one year extension. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve a Volunteers of America Northern Rockies Office of Juvenile Justice and Delinquency Prevention Quarterly Report and draw down request. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve an Ambulance Maintenance Agreement between Fremont County, Wyoming and American Medical Response Ambulance Service, Inc. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) The Commissioners acknowledged Sherry Shelly's request that they reconsider financial support for Eagles Hope in Riverton; and 2) Falen Law Offices letter regarding sample resource management plans and explanation for necessity of resource management plan.

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The following Certificate of Assessment Rolls for FY 2019-2020 were acknowledged: Warm Springs Water District; South Lander Industrial Park Service and Special Improvement District; Mountain View; Spencer Homesites; and Riverton Valley Irrigation District.

Capital Revolving Loan Fund reallocation and bid approvals were reviewed. A re-authorization of FY 2018-2019 from the Emergency Repairs Line Item for the Transportation Department emergency repairs to a Motor Grader (MG-116) was presented. Michael Jones moved, Jennifer McCarty seconded, to re-authorize the repair line item from \$8,065.00 to \$9,000 for the repairs to MG-116. Motion carried unanimously. FY 2019-2020 bids were reviewed. Michael Jones moved, Jennifer McCarty seconded, to accept the Transportation Department 12M3 Motor Grader bid from Wyoming Machinery Company CAT in the amount of \$274,999.40. Motion carried unanimously. Michael Jones moved, Jennifer McCarty seconded, to accept the Transportation Department Bobcat E55 Compact Excavator bid from Bobcat of the Big Horn Basin, Inc. in the amount of \$79,582.03. Motion carried unanimously. Michael Jones moved, Larry Allen seconded, to accept the County Coroner's Pickup bid from Larry H. Miller Super Ford in the amount of \$33,334.39. Motion carried unanimously. Michael Jones moved, Larry Allen seconded, to accept County Clerk's Online Timekeeping System from Tyler Technologies in the amount of \$18,720.00 and to subsequently approve the Tyler Executime Advanced Scheduling and Time and Attendance System Contract. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to re-authorize the Emergency Repair line item from \$39,000 to \$45,000 for a Vehicle Maintenance 30 lb. capacity 4 post hoist for the Riverton Shop and accept the bid from Superior Industrial in the amount of \$44,141.46. Motion carried unanimously.

There was nobody present for the Public Comment period.

Commissioner meeting reports were given.

Vice-Chairman Larry Allen met with Transportation Superintendent Billy Meeks at the Moneta-Lysite Road Shoulder Widening Project location. Various topics were discussed (fencing, pipe, schedule, etc.). He attended the monthly Fremont County Fair Board meeting.

Commissioner Michael Jones attended the Fremont County Solid Waste Disposal District meeting and subsequently distributed copies of the District's Operational Layout and Future Considerations that covers site specific descriptions of the services offered, site life details, pending and probable changes that need to be considered, and future construction needs. He attended the Fremont County Library Board monthly meeting and recommended all entities that have taken on some of the Library Bookkeeping and IT duties meet with the Commissioners in October to see how that is going. The date of October 8<sup>th</sup> was selected. He stated the need for County Board training as soon as possible. He attended a portion of the Wyoming County Commissioners Association presentation of NEPA training in Lander on July 9<sup>th</sup>.

Chairman Travis Becker continues to work with the Dubois Mayor regarding easements for the Horse Creek Road project. He asked for consensus to re-advertise the vacant County appointed Wind River Visitor's Council board member. It was agreed to advertise the vacancy and each Commissioner was asked to think of appropriate individuals who may be interested in applying.

Transportation Superintendent Billy Meeks gave a Department update. Crews have finished magging the Ore Road near Jeffrey City and he stated the Abandoned Mine Lands Division provided funding for the material and the County provided crews and equipment. Magging is now occurring on Dubois area roads (East Fork, Trail Lake, Fish Hatchery, Little Warm Springs, Union Pass and Mountain View). Mowers have completed 50% of roads in the Lander and Riverton areas and will continue until finished. Crews assisted the Fremont County Fair in applying hot mix patches to the Fairgrounds pavement. They also assisted the Building Maintenance Supervisor build a pad at the Riverton annex office building where the County Clerk and County Treasurer have office days two days per week. The 41 day advertising notice has been issued for both the Peterson Bridge project (July 26) and Red Canyon Road project (August 6). Crews will be applying hot mix beginning August 5<sup>th</sup> on area roads, beginning with the following: Smith, Webbwood, Honor Farm, Dalley and Young. He will send a schedule to the Commissioners regarding subsequent weeks' hot mix applications for their information.

Billy Meeks also reviewed the site visit with Commissioner Allen at the Moneta-Lysite project and informed the Board that the County's 10 foot right-of-way for the new fence on the east side of the road runs parallel

with the fiber optic line and the recommendation was made to move the fence in to 8' and run parallel with the fiber optic line.

Commissioner Clarence Thomas was absent for a portion of the meeting.

Billy Meeks presented Change Order No. 1 from Oftedahl Construction for Dry Creek Road for \$1,110 required for a revised approach, surfacing and total estimated quantities. Meeks stated the cost will be incurred by the other partners on the project, Wyoming Business Council or AML. Larry Allen moved, Jennifer McCarty seconded, to approve Change Order No. 1. Motion carried unanimously. Chairman Becker stated BLM will not give a variance on the Golden Eagle nest and he recommended Inberg Miller engineers tour the site regularly to know when the birds leave the nest so that work can commence in the ½ mile radius around the nest. A BLM Right-of-Way grant for Dry Creek Road, specifically for access to Dry Creek Section 24 well, was presented. Larry Allen moved, Jennifer McCarty seconded, to approve the BLM ROW Grant as submitted. Motion carried unanimously. A Department of Environmental Quality Notice of Intent to Request Discharge Authorization for Storm Water from Mineral Mining or Industrial Activities was reviewed for Black Rock Quarry. The permit is valid through 2023. Larry Allen moved, Jennifer McCarty seconded, to approve the Notice of Intent application. Motion carried unanimously.

In other business, Billy Meeks distributed an updated Capital Projects Summary for FY 2019-20 for the 1% Infrastructure Fund. He noted the 1% Committee had given approval to move the Willow Creek Slide project higher on the priority list as conditions are deteriorating rapidly on this Road. Fee proposals from interested engineering firms was advertised and evaluated. Meeks stated an internal committee selected DOWL for the project. Larry Allen moved, Jennifer McCarty seconded, to select DOWL as the Engineering firm on the Willow Creek Road Project, with costs not to exceed \$39,085. Motion carried unanimously.

Commissioner Thomas returned to the meeting at this time. He stated he has had calls from people asking the Commission to reconsider funding for Eagles Hope Transitional Housing. He stated his answer is for them to read the minutes of that meeting when the vote was held to not provide any funding for that entity.

Public Health Nurse Manager Kathleen Laidlaw and Emergency Preparedness Coordinator Traci Foutz were present for a Department update and review of the state funded Emergency Preparedness program. Financial Assistant Joe Felix was also present at the table. Laidlaw informed the Board that the State has new grant procedures and had incorrectly calculated the amount of carry over as related to a recent purchase request (PortaCount Respirator Fit Tester) by Foutz to expend the carry over as per the State's request. As a result of their clerical error, the purchase was funded directly by the State. Felix will now be assisting Public Health, and other State budgets, by tracking journal entries. It was also recommended that regularly scheduled meetings be held to monitor their budgets. Felix is in the process of developing a process to monitor budgets by developing policies and procedures for necessary checks and balances. Chairman Becker informed Laidlaw the Commissioners had withheld payment of a travel voucher for the Fremont County Prevention Coordinator until clarification can be made on reimbursement mileage rates regarding County vs. State rates. Laidlaw presented a graph indicating Public Health Nurse Office walk-in activity for June 2019 for a comparison of the Riverton and Lander offices. This is a follow up to her earlier decision to reduce the office hours in Lander. Walk-in activity for Riverton-Lander respectively is as follows: TB Test (20, 7); Records Request (22, 1); Immunization (28, 23); Info/Referrals (11, 1); Immunity Test (4, 3); Miscellaneous (6, 1); Office Total (90, 36) and Home Visits (153, 0). In other business, Laidlaw presented a letter announcing her retirement as the County Nurse Manager effective September 20, 2019. Larry Allen moved, Clarence Thomas seconded, to accept the retirement letter from Kathleen Laidlaw, with regret, and approve a Recruitment/Vacancy Exception Request to the State to fill the vacancy. Motion carried (Commissioner McCarty was unavailable for the vote).

A Hearing was held at 10:15 a.m., as advertised, regarding the County's proposed use of Title III funding under the Secure Rural Schools and Community Self-Determination Act of 2000. Financial Assistant Joe Felix was present. The projects were advertised for a 45 day comment for calendar year 2019 as follows: Search & Rescue \$15,000 and Fire Prevention Programs \$36,306 for a total of \$51,306. There was nobody present in the audience and no written comments had been received. Larry Allen moved, Jennifer McCarty seconded, to approve the funding as advertised. Motion carried unanimously.

Fremont County Library Director Janette McMahon provided an update on the Library System's evaluation process and specifically a vacant Dubois Branch Manager position. She has spent the last month researching the position and how to best utilize resources to give the County Library System what it needs

to serve all the citizens of Fremont County, and subsequently submitted a Library Board approved restructure for the Dubois vacancy. As a result, she formally requested the Dubois Branch Manager position not be refilled and to restructure it into four 18-hour positions and eight hours to be split between two 30-hour positions. These positions would then be utilized in the other Branch Libraries as well. This will result in a savings of approximately \$14,000 while giving the Library System the right number of trained staff to be utilized when they are needed. Michael Jones moved, Jennifer McCarty seconded, to approve the proposed restructure of the Branch Manager position as requested. Motion carried unanimously. Michael Jones moved, Jennifer McCarty seconded, to authorize advertising for the 18-hour positions for the three Branch Libraries. Motion carried unanimously. In other business, McMahon distributed a July 2019 Fremont County Library Newsletter and a flyer on the STEAM Mobile Create Lab trailer, which she enthusiastically reported has now been fully funded. STEAM stands for Science, Technology, Engineering, Arts and Math and the mobile lab is a way of bringing the Library to you.

Volunteers of America Center of Hope Program Director Ronald Woodward presented a fourth quarter report. The Center collaborates with the City of Riverton and Fremont County to offer three days of close observation, as well as 14 days of social detoxification and up to three months of transitional living. The Center works closely with the judicial system to help facilitate treatment services to those who qualify and 26 referrals were received in the Fourth Quarter. Seven of these are currently waiting for a bed date for inpatient treatment. Fourth Quarter statistics were also reviewed as compared to year to date: Intakes (345, 1808); Unique Individuals (55, 301); First Time Admissions (34, 170); Close Observation Days (337, 2389); Social Detoxification Days (219, 1124) and Transitional Days (812, 3521). The following services indicate individuals to and engaged in additional treatment services for the Fourth Quarter as compared to year to date: Residential Treatment (7, 39); Outpatient Treatment (13, 52). He reviewed Fourth Quarter highlights (facility improvements, addition of a new clinician, several new community partnerships, new support groups, etc.). Woodward stated recidivism is going down, they are having more success helping with transitional housing opportunities for clients.

WYDOT Public Information Office Cody Beers organized a series of public meetings to address future highway improvement projects in northwest Wyoming, one of which was scheduled this date with the County Commissioners. Approximately 30 people were present in the audience (a complete list is on file in the Commissioners' Office). Presentations were given by WYDOT District 5 Engineer Pete Hallsten, Riverton Resident Engineer Robert Scheidemantel, and Lander Resident Engineer Erik Smith. A key part of the State Transportation Improvement Program (STIP) process involves annual meetings with public officials and others who play a key transportation role in Wyoming. Fiscal Year 2019 funding for WYDOT is \$631,587,880 and a prioritized construction plan for the 1,326 miles of highway in Northwest Wyoming was distributed for review, and specifically those in Fremont County. A Power Point presentation was given regarding funding for FY 2019 for the state totaling \$631,587,880, STIP Development and Overview, District Projects and Partnership Opportunities. The STIP program encompasses the following: Highway projects (6 year plan); Transit Projects; Aeronautic Projects; Public Safety Communications Commission Projects; and Capital Construction Projects. WYDOT Partnerships include funding opportunities, construction partnerships (sand and chemical snow melt, aggregate stockpiles, signs and striping, chip seal, etc.) and supply purchases. Nathan Smolinski, WyoLink Manager, distributed an information flyer "What is WyoLink?" which is Wyoming's Statewide, Public Safety, and Interoperable Radio Communications System, along with a Wyoming WyoLink Site Map. The Joint Transportation Commission is 21% underfunded which necessitates the need for more preservation vs. reconstruction. The new Governor has stated safety is very important to his administration; however, more cuts are expected.

The July 30, 2019 Elected Officials/Department Heads meeting was discussed. This meeting had been scheduled to continue Standard Occupational Classification (SOC) discussions on the Levels Concept and to discuss strategies for using the SOCs. However, County Clerk Julie Freese reported that many people are having conflicts with that date. Chairman Becker suggested the meeting be cancelled and rescheduled for another date to be announced later.

There being no further business, Larry Allen moved, Clarence Thomas seconded, to adjourn the meeting at 12:10 p.m. and reconvene for a Special Meeting on August 5, 2019 for the Mill Levy Setting and Tax Protest Hearings. Motion carried unanimously.

A full detailed report and the official minutes are posted on Fremont County's website at [www.fremontcountwy.org](http://www.fremontcountwy.org).

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/s/ TRAVIS BECKER, CHAIRMAN  
FREMONT COUNTY COMMISSIONERS

ATTEST:

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