

STATE OF WYOMING ) LANDER,  
WYOMING )  
 ) ss. OFFICE OF THE FREMONT COUNTY  
COMMISSIONERS )  
COUNTY OF FREMONT ) JULY 23, 2019

**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, 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.

Bills are listed below in the following format: Vendor Name-Department-Description-Amount.

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; Arcsearch 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 Sr 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; 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

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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.

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.

Transportation Superintendent Billy Meeks gave a Department update.

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. A BLM Right-

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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.

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. 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.

Volunteers of America Center of Hope Program Director Ronald Woodward presented a fourth quarter report.

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.

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.

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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.fremontcountywy.org](http://www.fremontcountywy.org).

/s/ TRAVIS BECKER, CHAIRMAN  
FREMONT COUNTY COMMISSIONERS

ATTEST:

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