

STATE OF WYOMING ) LANDER,  
WYOMING )  
 ) ss. OFFICE OF THE FREMONT COUNTY  
COMMISSIONERS )  
COUNTY OF FREMONT ) AUGUST 6, 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, Clarence Thomas seconded, to approve the agenda as presented. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomasseconded, to approve the minutes of the Regular Meeting held July 23, 2019, as amended. Motion carried unanimously.

Jennifer McCarty moved, Larry Allenseconded, to accept the bills for payment. Chairman Becker abstained from voting on The Print Shop voucher. A travel voucher for the Fremont County Prevention Program, withheld from approval from the previous meeting pending contract review on mileage reimbursement rates, was discussed. It was determined that the voucher to resubmitted to claim the County rate (\$.40/mile) vs the State rate (\$.58/mile). Motion carried unanimously.

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

A & I Distributors-Vehicle Maintenance-Parts/Supplies-\$105.70; Ace Hardware Riverton-Segregated-Materials/Supplies-\$140.07; Albright, Harold-Planning-Reimburse Mileage-\$67.20; AmedaInc-Public Health-Supplies-\$1,896.00; American Family & Life Ins.-Segregated-Insurance-\$8,819.35; American Heritage Life Ins-Segregated-Insurance-\$20.70; Bell Milby, Susan A.-Detention Center-Inmate Medical-\$175.00; Black Hills Energy-Segregated-Utility Service-\$2,097.91; Bloedorn Lumber Lander-County Buildings-Materials/Supplies-\$141.56; Bloedorn Lumber Riverton-County Buildings-Materials/Supplies-\$4.49; Blue Cross Blue Shield of WY-Co Admin-Health Ins Claims-\$839,101.83; Bobcat of the Big Horn Basin, Inc-Capital Asset Acquisitions-Compact Excavator-\$79,282.03; Bomgaars Supply Inc-Transportation-Materials/Supplies-\$33.98; Breadboard, Riverton-Search & Rescue-Meals-\$104.89; Burden, Dan-County Buildings-Alarm Services-\$1,083.50; C C & G, Inc-Peterson Bridge-Construction-\$9,264.56; Central Wyoming College-Dispatch Center-Tower Lease-\$973.00; Charter Communications-Computer Services-Internet-\$109.98; Child Support Services/ORS-Payroll-Child Support-\$564.00; Children's Advocacy Project Inc-Health & Welfare-Allocation-\$5,000.00; Circuit Court of the Ninth Dist-Payroll-Garnishment-\$314.35; Clifford, Gregory P. MD PC-Detention Center-Inmate Medical-\$2,060.00; CNA Surety-Detention Center-Notary Bond-\$50.00; Coast to Coast Computer Products Inc-Segregated-Computer Supplies-\$2,053.26; Colonial Life & Accident Ins-Segregated-Insurance-\$165.22; Desert Mountain Corporation-Transportation-Road Material-\$55,696.62; Dierks, Richard-Transportation-DOT Physical Reimbursement-\$150.00; Dubois Telephone Exchange-Segregated-Telephone-\$601.78; Fleetpride Inc-Vehicle Maintenance-Parts-\$244.72; Fremont Counseling Lander-Health & Welfare-Title 25-\$290.00; Fremont County Fire-Forest Reserve-Title III-\$5,935.50; Fremont County Treasurer-Co Admin-Health Insurance-\$325,646.00; Fremont County Treasurer-Co Admin-Withholding/FICA-\$197,942.12; Fremont County Treasurer-Co Admin-Section 125 Benefits-\$41,508.34; Fremont County Treasurer-Health Benefit Plan-Patient Centered Research Fee-\$1,422.05; Fremont Motor Riverton Inc-Vehicle Maintenance-Parts/Supplies-\$107.43; Fremont Motors Lander-Vehicle Maintenance-Parts/Supplies-\$606.30; Fremont Orthopaedics PC-Detention Center-Inmate Medical-\$2,836.11; Glassow, Jan-Search & Rescue-Reimburse Expenses-\$53.12; Globalstar USA-Search & Rescue-Satellite Phone-\$370.34; Great West Trust-Segregated-Wyoming Benefits-\$8,050.00; Huff Sanitation LLC-Prevention Program-Services-\$200.00; I State Truck Center-Vehicle Maintenance-Parts-\$91.10; Kairos Communications /County 10-Prevention Program-Advertising-\$1,100.00; Kisling, Lisa-Public Defender-Office Rent-\$450.00; Lander Medical Clinic PC-Detention Center-Inmate Medical-\$1,220.60; Lander, City of-County Buildings-Water/Sewer-\$3,547.86; Larry H Miller Super Ford Corp.-Capital Asset Acquisitions-2019 Ford F150-\$26,933.00; Lazzari, Bailey-Public Defender-Office Rent-\$450.00; Matthew Bender & Co., Inc-District Court-Statutes/Rules-\$1,978.68; Mckee Medical Center-County Coroner-Autopsy Fees-\$784.00; Midwest Connect-Support Services-Postage Machine Supplies-\$283.50; Miller, Margaret-District Court-GAL Office Rent-\$150.00; Moore, Christy L.-Detention Center-Inmate Uniform Repairs-\$241.00; Murdoch's Ranch & Home Supply-County Sheriff-Supplies/Equipment-\$84.99; National Business Systems Inc-County Treasurer-Prepaid Postage-\$1,000.00; NCPERS Group Life Insurance-Segregated-Insurance-\$880.00; Nelson Engineering-Horse Creek Road Reconstruction-Surveying Services-\$1,963.60; New York Life Insurance-Segregated-Insurance-\$233.54; Noble Medical, Inc-County Sheriff-Drug Testing Supplies-\$402.11; Norco Inc-Segregated-Supplies-\$4,777.24; Northern Arapaho Child Support-Payroll-Child Support-\$598.78; Office Shop Inc, The-Segregated-Service Agreements-\$6,622.31; Osage Industries, Inc-Vehicle Maintenance-Siren-\$271.35; Overhead Door Inc-Segregated-Services/Supplies-\$293.52; Peterbilt of Wyoming-Segregated-2020 Peterbilt Truck-\$144,367.00; Post and Associates-Detention Center-Medical Exam-\$400.00; Print Shop, The-County Treasurer-Printed Office Posters-\$30.00; R T Communications-Segregated-Telephone Services-\$538.81; Ratigan, Daniel, M.D.-Detention Center-P.A. Supervisor Contract-\$6,950.00; Reed's Moghaun Office Supply-Detention Center-Office Supplies-\$24.95; Remote Satellite Systems-Search & Rescue-Equipment-\$122.68; Riverton Circuit Court-Segregated-Garnishments-\$702.55; Riverton Ready Mix-County Buildings-Ready Mix Delivery-\$346.00; Riverton, City of-County Buildings-Water/Sewer-\$1,317.64; Rocky Mountain Information-County Sheriff-Membership Dues-\$200.00; Sagewest Health Care-Segregated-Inmate Medical-

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\$22,312.41; Schoneberger, Valerie-District Court-GAL Office Rent-\$150.00; School Specialty, Inc.-Planning-Office Supplies-\$72.01; Secretary of State-County Clerk-Notary Fee-\$30.00; Segregated-Health Promotion-Wellness Reimbursement-\$100.00; Semi Service, Inc-Capital Asset Acquisitions-Equipment/Truck Setup-\$135,499.06; Shoshoni,Town of-County Buildings-Water/Sewer-\$54.00; Six Robbles' Inc-Vehicle Maintenance-Parts-\$165.90; Skaggs Companies, Inc-County Sheriff-Uniforms/Supplies-\$70.97; Spoonhunter, Leslie-Fremont County WIC-Reimburse Expenses-\$174.00; State Disbursement Unit-Payroll-Child Support-\$1,119.00; State of Wyoming, Public Defenders Offc-Public Defender-Office Rent-\$1,650.00; Stroupe Pest Control Inc-Segregated-Pest Control-\$415.00; Taylor Creek Exxon-County Sheriff-Car Wash-\$11.00; Terrance R. Martin PC-Segregated-Contractual Services/Office Rent-\$2,887.50; Total Net Salaries-Segregated-Salaries-\$656,497.08; TransmetronInc-Detention Center-Drug Test Kits-\$594.60; Traveling Computers-Computer Services-Supplies/Services-\$819.50; Valley Lumber & Supply Co Inc-Segregated-Materials/Supplies-\$206.85; Verizon Wireless-Segregated-Cellphones-\$270.68; Western Printing, Inc-County Clerk-Printed Supplies-\$405.67; Whiting Law, P.C.-District Court-Professional Services-\$3,142.50; Wilkerson, James A, IV, MD PC-County Coroner-Autopsy-\$1,175.00; Wind River Towing-County Sheriff-Vehicle Towing-\$275.00; WY Dept of Transportation-Vehicle Maintenance-Transfer County Plates-\$4.00; WY DEQ-Transportation-Permit-\$400.00; WY Law Enforcement Chaplains Assoc.-County Sheriff-Registration Fees-\$200.00; WY SDU-Payroll-Child Support-\$1,034.00; Wyo Child Support Enforcement-Segregated-Child Support-\$750.00; WyoDept of Workforce Serv-Co Admin-Workers Comp-\$16,267.96; Wyoming Behavioral Institute-Health & Welfare-Title 25-\$7,540.00; Wyoming Financial Insurance-County Clerk-Notary Bond-\$50.00; Wyoming Retirement System-Co Admin-Contributions-\$149,713.10; Wyoming.com-Segregated-Internet-\$3,074.02

The following items in the Signature File were reviewed: 1) Standard Agreement for Professional Services with DOWL for Willow Creek Road Shoulder Repairs (approved the previous meeting); and 2) Record of Proceedings. Clarence Thomas moved, Jennifer McCarty seconded, to approve the following Fremont County Bank of the West Credit Card Applications for Rachel Fisk, Terry Morstad and William Dillon with credit limits of \$2,500. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to amend the motion of July 23, 2019 to approve the edited version of the Fuel Supply Contract between Fremont County Government, Fremont County Solid Waste Disposal District and Bailey Enterprises, Inc./Bailey Oil Company. Motion carried unanimously. Clarence Thomas moved, Jennifer McCarty seconded, to approve a Memorandum of Understanding between the City of Riverton, City of Lander and Fremont County to contribute funds for the fiscal year 2019-2020 to meet the minimum revenue guarantee assuring commercial air service to Fremont County. Motion carried unanimously.

Items in the Priority Mail were reviewed. Commissioner Larry Allen acknowledged receipt of the Midvale Irrigation District and LeClair Irrigation District Assessment Rolls for the year of 2019. A Bureau of Reclamation request for comments for a Laterals Rehabilitation Project Conversion for Midvale Irrigation District was acknowledged and forwarded to the Transportation Superintendent and Fremont County Historic Preservation Commission. Comment deadline is August 23<sup>rd</sup>. It was noted that the Rocking the Winds application for a 24 Hour Malt Beverage permit was not issued as the applicant could not provide approval from the Intertribal Council in time for the event scheduled August 26-28, 2019.

Capital Revolving Fund information was submitted for FY 2019-2020 asset acquisitions. Larry Allen moved, Jennifer McCarty seconded, to accept the four bids from Fremont Motors Company for Sheriff Patrol Trucks in the amount of \$48,321.92 each. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to accept the bid from Fremont Chevrolet Buick GMC for a Chevrolet 2500 Pickup in the amount of \$40,215.00 for the Vehicle Maintenance Department. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to accept the bid from Auto Truck Group for two Henderson 12" plows for a total of \$22,812.00 for the Transportation Department. Motion carried unanimously. A bid for a FY 2018-2019 approved purchase for a Peterbilt Transport Truck System was reviewed. Larry Allen moved, Jennifer McCarty seconded, to approve the bid from Peterbilt of Wyoming in the amount of \$273,181.06. Motion carried unanimously.

Chairman Travis Becker updated the Commissioners on an access issue on Little Warm Springs Road.

In another matter, Chief Civil Deputy Jodi Darrough reviewed the Stipulated Motion to Dismiss in the Mountain Construction, Inc. v. Fremont County Government suit. She stated the Order is expected to be signed this week dismissing the action with prejudice.

County Clerk Julie Freese stated the Joint Select Committee on Tribal Relations Legislative Committee will be held in Fort Washakie on August 19-20.

Transportation Superintendent Billy Meeks was joined by HDR Engineer Kyle Lehto who presented several documents in relation to the Peterson Road Structure Replacement Project and Contractor CC&G. Larry Allen moved, Jennifer McCarty seconded, to approve a Certificate of Substantial Completion effective May 9, 2019. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to

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approve a Certificate of Final Completion effective May 30, 2019. Motion carried unanimously. Lehto stated two Warranties were submitted, the traditional one year warranty on the project improvements including materials, equipment and workmanship and a three year warranty on project improvements including materials, equipment and workmanship related to the mailbox pads installed. Larry Allen moved, Jennifer McCarty seconded, to approve the one and three year Warranties. Motion carried unanimously. Change Order No. 1 was presented to adjust the estimated bid quantities to final installed quantities. The Original Contract Price was \$440,935.00 and the Change Order represents a decrease of \$53,521.75 for a total Contract Price of \$387,413.25. Larry Allen moved, Jennifer McCarty seconded, to approve Change Order No. 1. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve Contractor's Application for Payment of \$9,264.56 to close out the project. Motion carried unanimously. Chairman Becker thanked Lehto for his oversight of the project and stated he has received positive feedback. In closing, Lehto stated the Postal Service has decided not to remove the temporary mailboxes placed on 8 Mile Road as they may decide to use them permanently.

Steve Lee, Lee Excavation, joined Billy Meeks to speak for landowner John Falls who has property encompassing part of the Shoshone Lake Road.

Bills Meeks gave a Transportation Department report.

Vehicle Maintenance Supervisor Brad Meredith opened bids received for oil products for both shops. Bids were opened from A & I Distributors and Bailey Enterprises. A & I Representative Ryan Grosulak and Bailey Enterprises representatives Mike Bailey and Dan Watson were present in the audience. Meredith had requested bids on Shell, Sinclair, Citgo and Purisproducts from the bidders for various types of oils. The Board took the bids under advisement to give Meredith time to prepare a spreadsheet of all the bids for comparison purposes and asked him to make a recommendation to them at their August 13<sup>th</sup> meeting.

Brad Meredith stated interviews had taken place for a Lander Mechanic and he recommended hiring Leroy Rossi for the position, at a beginning salary of \$47,000. Larry Allen moved, Clarence Thomas seconded, to approve the recommendation. Motion carried unanimously.

Brad Meredith began the discussion regarding County logos.

A Public Notice was advertised requesting comment on Fremont County's submission of a grant application for Abandoned Mine Land Grant funding for a public facilities project that will provide a Fremont County Detention Facility security retrofit. Comments were due by July 31<sup>st</sup>. Building Maintenance Supervisor JR Oakley was present in the audience. It was affirmed that no comments had been received, for or against the project. The Public Notice is a requirement of the grant application process.

Fremont County Extension Educators Alex Malcolm and Chance Marshall and Administrative Assistant Kim Collins were present for Collins to announce her retirement August 30<sup>th</sup>, after 33 years of service to Fremont County Extension. They requested permission to move Secretary Rachel Fisk into the Administrative Assistant position and advertise for the Secretarial position to be located in the Riverton office. The salary that will be advertised for the Secretarial vacancy is \$31,500. Larry Allen moved, Clarence Thomas seconded, to promote Rachel Fisk to the Office Manager position at a salary of \$44,935, effective August 30, 2019, and advertise for the Secretary vacancy. Motion carried unanimously. In closing, Malcolm stated Collins has been an invaluable resource and will be missed and the Commissioners likewise stated their appreciation to Collins.

Fremont County Museums Director Scott Goetz presented an annual report. In other business, Scott Goetz reported on an impending part-time vacancy at the Pioneer Museum. Jennifer McCarty moved, Michael Jones seconded, to authorize refilling the part-time vacancy. Motion carried unanimously.

Commissioner meeting reports were given.

Discussion was held on upcoming Department Head evaluations and the process the Commissioners would like to use. The issue was taken under advisement.

There being no further business, Larry Allen moved, Clarence Thomas seconded, to adjourn the meeting at 11:40 a.m. and reconvene for a Regular Meeting on August 13, 2019. Motion carried unanimously.

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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