

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
AUGUST 20, 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 amended. Motion carried unanimously.

Jennifer McCarty moved, Larry Allen seconded, to approve the minutes of the Regular Meeting held August 13, 2019. Later in the meeting, Jennifer McCarty moved, Michael Jones seconded, to amend the minutes to exclude actual bid amounts of the Fremont County Oil bids. 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. Motion carried unanimously.

<u>Name</u>	<u>Department</u>	<u>Description</u>	<u>Total Cost</u>
Ace Hardware Lander	County Buildings	Materials/Supplies	\$598.72
Adams, Chelsea	Health Nurse	Reimburse Expenses	\$227.20
Airgas USA LLC	Vehicle Maintenance	Cylinder Rental	\$216.25
AlSCO Inc	Segregated	Laundry	\$207.04
Anda Inc	Public Health	Vaccine	\$8,154.37
Bailey Enterprises, Inc	Segregated	Fuel	\$20,115.24
Bell Milby, Susan A.	Detention Center	Inmate Medical	\$225.00
Blue 360 Media, LLC	County Attorney	Law Books	\$598.92
Carquest Auto Parts	Vehicle Maintenance	Parts/Supplies	\$863.87
Casper Fire Extinguisher Service	County Buildings Detention	Testing	\$250.50
Charm Tex, Inc	Detention Center	Inmate Supplies	\$1,506.20
Charter Communications	Segregated	Internet Service	\$143.58
Clifford, Gregory P. MD PC	Detention Center	Inmate Medical	\$463.00
Communication Technologies Inc	Capital Asset Acquisitions	Installed Radio	\$117.73
Danyne Cooper Counseling, LLC	CAST	Contractual Services	\$150.00
Dealers Electrical Supply	County Buildings	Materials/Supplies	\$63.26
Desert Mountain Corporation	Transportation	Road Material	\$39,999.56
Eagle Uniform & Supply Co	Vehicle Maintenance	Laundry	\$111.49
Electrical Dynamics, Inc	County Buildings Detention	Services/Repairs	\$120.62
Floyd's Truck Center WY/Jack's Truck	Vehicle Maintenance	Parts	\$88.86
Food Services of America	Detention Center	Prisoner Board	\$1,003.72
Fremont Broadcasting	Prevention Program	Advertising	\$500.00
Fremont County Solid Waste	County Buildings	Dump Fees	\$14.60
Fremont Motor Riverton, Inc	Capital Asset Acquisitions	Parts/Supplies	\$176.75
Fremont Motors Lander	Capital Asset Acquisitions	Sheriff Vehicles	\$136,824.64
Fremont Orthopaedics PC	Detention Center	Inmate Medical	\$8,516.00
Fyler, John	Search & Rescue	Reimburse Expense	\$111.92
Grainger	County Buildings	Materials/Supplies	\$461.36
Groomsmith, Tauna	Prevention Program	Reimburse Expenses	\$492.30
Hemmert, Russ	Search & Rescue	Reimburse Expenses	\$224.67
Hemocue America	Fremont County WIC	Medical Supplies	\$207.90
High Plains Power, Inc	Segregated	Utility Services	\$1,194.66
Injury Prevention Resources	Segregated	Contractual Services	\$2,385.00
Jack's Saw Shop, Inc	County Buildings	Supplies/Equipment	\$49.95
Johnson, Jill	Transportation	Reimburse Expenses	\$165.00
Kairos Communications /County 10	Segregated	Advertising	\$1,525.00
Laboratory Corporation of America	Detention Center	Inmate Medical	\$44.00
Lander Medical Clinic PC	Detention Center	Inmate Medical	\$34.00
Lander Valley Auto Parts	Vehicle Maintenance	Parts/Supplies	\$215.42
Master's Touch LLC	County Treasurer	Property Tax Billing	\$8,750.00
Media Works, Inc	County Buildings	Supplies	\$6.49
Minor Decliner LLC	Prevention Program	Scanner	\$3,625.00
Mountain Dental PC	Detention Center	Inmate Medical	\$470.00

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Mountain States Lithographing LLC	County Elections	Election Code Books	\$103.45
Mr D's Food Center Inc	Search & Rescue	Supplies	\$89.30
Napa Auto Parts Riverton	Vehicle Maintenance	Parts/Supplies	\$1,728.42
Norco Inc	Vehicle Maintenance	Supplies	\$134.35
One Stop Market	Search & Rescue	Supplies	\$521.07
Palace Pharmacy	Detention Center	Inmate Rx's	\$14,834.22
Pavillion, Town of	County Buildings	Water Utilities	\$112.50
Post, Raymond	Segregated	Car Wash	\$95.55
Postmaster	Agriculture Department	Post Box	\$76.00
Print Shop, The	Segregated	Printed Office Supplies	\$98.25
Quill Corporation	Segregated	Office Supplies	\$719.63
R C Lock & Key	County Buildings	Keys/Supplies	\$13.95
Remote Satellite Systems	Search & Rescue	Equipment	\$62.28
Riverton Physician Practices LLC	Segregated	Drug Testing	\$956.00
Riverton Ranger, Inc	Segregated	Advertising	\$7,836.14
Rocky Mountain Power	County Buildings	Utility Services	\$1,679.44
Sagewest Health Care	Detention Center	Inmate Medical	\$37,566.59
Secretary of State	Detention Center	Notary Fee	\$30.00
Shirts & More Inc	Vehicle Maintenance	Vehicle Decals	\$20.00
Snider, Yvonne	Sheriff Victim Services	Reimburse Expenses	\$151.20
Stroupe Pest Control Inc	County Buildings	Pest Control	\$200.00
Superior Industrial Supply & Equip.	Segregated	Shop Hoist	\$39,563.86
Sweetwater County Sheriff	Detention Center	Inmate Housing/Medical	\$34,896.99
Sysco Montana Inc	Detention Center	Supplies	\$1,761.45
Taylor Creek Exxon	Segregated	Car Wash	\$31.61
Transmetron Inc	County Sheriff	Drug Test Kits	\$403.90
Traveling Computers	Computer Services	Supplies/Services	\$6,761.50
Tri Star Detention, Inc.	Detention Doors Upgrade	Service/Installation	\$33,654.00
Tweed's Wholesale Co	Segregated	Supplies	\$362.88
Union Telephone Company	Segregated	Cellphones	\$714.53
Verizon Wireless	Segregated	Cellphones	\$272.03
W A C O	County Commission	Dues	\$325.00
Western Printing, Inc	Detention Center	Printed Supplies	\$80.55
Winchester, Clyde	Transportation	Reimburse Expenses	\$153.01
Wind River Radiology PC	Detention Center	Inmate Medical	\$43.00
WY Public Health Laboratory	Segregated	Lab Fees/Supplies	\$248.00
Wyoming Behavioral Institute	Health & Welfare	Title 25 Patients	\$5,278.00
Wyoming Dept. of Agriculture	Detention Center	Food License	\$50.00

Michael Jones moved, Jennifer McCarty seconded, to accept a voucher from Sage West Health Care in the amount of \$9,568.63 and Wyoming Behavioral Institute in the amount of \$5,278.00 for Title 25 patients. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Thank you letter to Darin Coyle upon his resignation from the Fremont County Fair Board; 2) Record of Proceedings. Larry Allen moved, Jennifer McCarty seconded, to approve a Youth Services Agreement between City of Lander and Fremont County Youth Services. Motion carried unanimously.

There were no action items in the Priority Mail.

The Public Comment period was held.

Vehicle Maintenance Supervisor Brad Meredith was present in the audience.

Lander NAPA owner Rick Bestul expressed concern on the oil bid award accepted during the previous meeting. He agreed that keeping business local is important but only two businesses were made aware of the bid and it should have been open to all interested suppliers. He further stated by accepting the local bid, 22% over the competitor, will result in a budget increase of \$12,016 to that budget line item.

A & I Distributor bidder Ryan Grosulak, stated their company has had the Fremont County oil distributorship since 2005 and was asked to bid this year, to which a lot of time was put into the bid which was the apparent low bidder. They further provide economic impact to Fremont County in terms of lodging, fuel, dining, etc. He also addressed the concern that the Citgo product is manufactured in

Venezuela and stated those are the crude oil products and that finish lubes are actually manufactured in Houston, Texas. In closing, he distributed a sample bid document for the Board's information.

Later in the meeting, Commissioner Jones asked that the action taken on August 13, 2019 on the oil bid award be revisited. He was absent from that meeting due to personal reasons. Chairman Becker stated that pursuant to Roberts Rules of Order, a member of the prevailing side would have to take that action. Clarence Thomas moved, Jennifer McCarty seconded, to rescind the motion of August 13, 2019 to award the oil bid to Bailey Enterprises, Inc. Motion carried unanimously. Clarence Thomas moved, Larry Allen seconded, to re-bid the 2019 oil bid to all interested parties, giving 10% preference to Wyoming companies. Motion carried unanimously.

Building Maintenance Supervisor J.R. Oakley briefed the Board on the pilot program at the Fremont County Detention Center to upgrade three doors. He feels confident that four doors could have been installed in a 40-hour time frame which will give a good scope of work if the grant application with DEQ is awarded in October for the Detention Security Upgrade project. Painting of the new doors will now be the next step; however, he invited the Commissioners on a 30 minute tour prior to that happening. Estimated cost per door will not exceed \$13,000 and he stated there are 104 doors remaining to be replaced.

Public Health Nurse Director Kathleen Laidlaw distributed a Fremont County Prevention Program bulletin which has seen tremendous growth and momentum since prevention activities moved under the Fremont County Public Health. From empowering community members to clean out their medicine cabinets and reduce access to drugs, to bringing Fremont County's media entities to one table to magnify their reach, to creating new and innovative tools and resources to curb lives lost to suicide. Progress is being made with a strong second fiscal year ahead. Laidlaw stated she will complete an evaluation on the Prevention Coordinator prior to Laidlaw's retirement September 20th. Discussion was held on state vs. county mileage reimbursement rates and the Commissioners stated all contracts with the State in the future would have a clause indicating state funded positions will receive reimbursement at the county rates. Laidlaw provided a Centers for Disease Control and Prevention map for Measles cases and outbreaks in the United States. Wyoming is not listed as a state with reported measles cases. All state funded nursing positions are filled within Fremont County Public Health, only one part-time County position remains open. She stated there are applicants for her position and that the County Commissioners will be part of the interview process. She provided a graph of PHN offices walk-in activity June and July 2019 for the following activities: TB Test, Records Request, Immunizations, Information/Referrals, Immunity Test, Miscellaneous (blood pressure check, ear check, etc.) as follows: Lander (July) 38; Lander (June) 36; Riverton (July) 119; Riverton (June) 90. She stated that even though office hours are reduced in Lander, there are nurses in the area daily. Off site visits in Lander for these months totaled 167 and for Riverton 153. Liaison Commissioner Thomas stated that further discussion on office hours in Lander should be postponed until a new Supervisor is hired to replace Laidlaw. In closing, she stated there is a national shortage of shingles vaccine and that dosages are available on a day to day basis.

Transportation Superintendent Billy Meeks was joined by HDR Engineer Kyle Lehto who recapped the status of the FEMA Funded Repair Project – Road Shoulder Repairs on Red Canyon Road. Larry Allen moved, Jennifer McCarty seconded, to approve the Certificate of Substantial Completion with 71 Construction effective June 5, 2019. Motion carried unanimously. Larry Allen moved, Jennifer McCarty seconded, to approve a Certificate of Final Completion. Motion carried unanimously. Larry Allen moved, Clarence Thomas seconded, to approve the Warranty Certificate for one year. Motion carried unanimously. Larry Allen moved, Clarence Thomas seconded, to approve Change Order No. 1 for a decrease of \$14,015.00 that adjust the estimated bid quantities for final installed quantities for a total contract price of \$85,904.00. Motion carried unanimously. Larry Allen moved, Clarence Thomas seconded, to approve Contractor's Final Application for Payment of \$9,617.10. Motion carried unanimously.

Transportation Department Administrative Assistant Jill Johnson reviewed a WYDOT Congestion Mitigation/Air Quality funding grant application, which was due August 15, 2019. The project is for County Road Dust Suppression (Magnesium Chloride) in the Moneta-Lysite, Dubois, Atlantic City and South Pass City areas and would fund 80% of the cost if awarded, with 20% County match (approximately \$10,300). Larry Allen moved, Jennifer McCarty seconded, to ratify the application for magnesium chloride on approximately 52 miles of County roads. Motion carried unanimously.

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Billy Meeks presented a Fremont County Bank of the West Credit Card Application for Riverton Foreman Darrell Petersen was presented for approval. Larry Allen moved, Jennifer McCarty seconded, to approve the application with a \$1,000 credit limit. Motion carried unanimously.

Billy Meeks presented a Substantial Completion Inspection Report with Oftedal Construction, Inc. for the Dry Creek Road project. Larry Allen moved, Clarence Thomas seconded, to approve the Certificate of Substantial Completion, effective August 16, 2019. Motion carried unanimously. Meeks presented Change Order No. 2 with R.S. Bennett Construction Company, Inc. for the Moneta-Lysite Road Shoulder Widening Project. It results in a deduct of \$49,500 to delete linear pipe in several areas. Larry Allen move, Jennifer McCarty seconded, to approve Change Order No. 2. Motion carried unanimously. Bids were received for the Ruby Pit Site Reclamation project, with Patrick Construction, Inc. the low bidder. The low bid is still over the projected budget and Commissioner Thomas asked Superintendent Meeks where the shortfall will be made up. Meeks didn't have an answer at the time but will follow up with the commissioners on that question. Larry Allen moved, Jennifer McCarty seconded, to accept the Transportation Superintendent's recommendation to accept the bid from Patrick Construction, Inc. in the amount of \$83,664.00. Voting against the motion: Clarence Thomas. Motion carried. The hot mix plant is up and running today and the schedule he sent out earlier is now one week behind. Mag chloride applications are done in the Dubois area and all mowing County-wide is complete.

FAST representatives Missy White, Kevin Kershisnik and Kyle Butterfield gave a progress update. A Memorandum of Understanding with Sky West Airlines will be signed and tickets will be available January 12th. A fuel cap will be included in the MOU. The state partnership with the airline has already produced a schedule for the larger airplane which will provide more affordable ticket prices. Chairman Becker thanked the group for their continued work in keeping air service in Fremont County.

Fremont County Association of Governments members Hudson Mayor Mike Anderson, Riverton Mayor Richard Gard, Lander Mayor Monte Richardson and Mayor John Meyer, and WRTA Administrator Gary Michaud discussed a possible ¼ cent sales tax specific to economic development. Michaud discussed continuing transportation needs as related to WRTA, who is celebrating its 30th year anniversary in providing transit in Fremont County. It is financially self-sufficient due to state grants and local funding. Ridership has seen a lot of growth (up 65% over the last two years). The State is changing the financial funding module however, which will create financial hardship for both WRTA and the Riverton Airport. As a result, FCAG is discussing a ¼ cent tax as being the most popular idea. Michaud estimated revenue from this tax being \$850,000 and stated transportation should be the top priority. County Clerk Julie Freese outlined the time frame required for such a tax on the ballot, and stated a ballot proposition would require a 2/3 approval from all municipalities and the county. Once passed, the proposition would require the exact same language from ballot to ballot. Further discussion will continue as the Commissioners stated it would be up to the citizens of the County to vote in favor of the tax.

Deputy County Treasurer Jim Anderson presented Capital Revolving Fund Lease Memorandums for the Chairman's signature.

The vacancy on the Fremont County Fair Board was discussed. It was determined that the one year vacant position be advertised immediately.

A draft Department head Performance Appraisal process was reviewed. The Board was asked to take the information under consideration for a final process to be determined at the next meeting.

Commissioner meeting reports were given.

Commissioner Michael Jones stated a meeting has been scheduled later in the week with Representative Larsen and others regarding Title 25 issues. Solid Waste Disposal District is working with the Community Entry Services recycling program and considering helping fund a fork lift (\$30,000). He attended the Tribal Relations Meeting regarding Tribal ID's and discussion on forming a Solid Waste District on the Wind River Indian Reservation. He volunteered to take over the County's oversight of the Veteran's War Memorial.

Commissioner Larry Allen also attended the Tribal Relations Meeting. He stated the comment period on the Medicaid Waiver proposal with the State Department of Health are due September 1st. He will provide draft comments for review by that date.

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A meeting with Elected Officials and Department Heads to continue SOC discussions will be held on September 10th following the Commissioners regular meeting that date.

Chairman Becker adjourned as the Board of Fremont County Commissioners and reconvened as the Fremont County Board of Equalization. Hearing Examiner John Schumacher presided over the hearing with Brian Kahin (Docket No. 2019-04). The hearing was originally set for August 6th; however, continued to this date. Present were Petitioner Brian Kahin, County Assessor Tara Berg and Chief Civil Deputy Jodi Darrough. Exhibits were entered into the record. Petitioner Kahin proceeded to give testimony and then informed the Board that since he felt there were issues with agricultural classifications, specifically that they need to be addressed at the state level, he cannot win on a productivity level at the local level. At this time, he withdrew his petition. The Board of Equalization unanimously accepted his withdrawal and the hearing concluded.

Chairman Becker adjourned as the Fremont County Board of Equalization and reconvened as the Board of Fremont County Commissioners.

There being no further business, Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 2:15 p.m. and reconvene for a Regular Meeting on September 3, 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