

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
SEPTEMBER 10, 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 and Michael Jones. Commissioner Jennifer McCarty was absent for personal reasons. Fremont County Clerk Julie A. Freese was present for the meeting.

Larry Allen moved, Clarence Thomas seconded, to approve the agenda as amended. Motion carried unanimously.

Larry Allen moved, Clarence Thomas seconded, to approve the minutes of the Regular Meeting held September 3, 2019, as amended. Motion carried unanimously.

Clarence Thomas moved, Larry Allen seconded, to accept the bills for payment. Chairman Travis 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>
307 Shredding LLC	Health Nurse	Shredding Services	\$75.00
71 Construction	Red Canyon Road	Construction	\$9,617.10
A & I Distributors	Vehicle Maintenance	Oil/Fluids	\$3,015.03
Ace Hardware Lander	County Buildings	Materials/Supplies	\$924.72
Ace Hardware Riverton	County Buildings	Materials/Supplies	\$160.26
Albright, Harold	Planning	Reimburse Expenses	\$67.20
Alsco Inc	Segregated	Laundry	\$258.80
Aranow, Elizabeth	Search & Rescue	Reimburse Expenses	\$17.78
Bailey Enterprises, Inc	Inventory	Fuel	\$24,512.40
Bank of the West	Segregated	Credit Card Charges	\$41,314.44
Bill Jones Plumbing & Heating	County Buildings	Materials/Services	\$854.19
Bloedorn Lumber Lander	County Buildings	Materials/Supplies	\$185.38
Blue Knight Security LLC	Detention Center	Inmate Transport	\$2,425.00
CenturyLink	Agriculture Department	Telephone Services	\$360.27
Charm Tex, Inc	Detention Center	Inmate Supplies	\$584.50
Charter Communications	Computer Services	Internet Services	\$109.98
Clair, Kelli	Detention Center	Contract Services	\$1,593.75
Communication Technologies, Inc	Capital Asset Acquisitions	Installed Radio	\$260.00
County Clerks Assoc. of WY	County Clerk	Annual Dues	\$300.00
Cruikshank, Robert	Transportation	DOT Physical Reimbursement	\$150.00
Desert Mountain Corporation	Road Construction	Mag Chloride	\$6,972.59
Division of Criminal Investigation	Segregated	Background Checks	\$195.00
DOWL LLC	Willow Creek	Engineering	\$3,248.83
Dubois Frontier, The	Support Services	Advertising	\$34.80
Fremont Auto Center, Inc	Segregated	Repairs	\$5,848.34
Fremont County Assoc. of Govt.	County Commission	Membership Dues	\$5,000.00
Fremont Motors Lander	Capital Asset Acquisitions	Parts/Supplies	\$1,413.52
Headsets.com, Inc	County Clerk	Replacement Headset	\$379.95
Johnson Tool Company LLC	Vehicle Maintenance	Equipment/Supplies	\$587.75
KONE Inc	Segregated	Elevator Maintenance	\$1,255.08
Lander Valley Auto Parts	Vehicle Maintenance	Parts/Supplies	\$206.72
Lander, City of	Segregated	Water/Sewer	\$3,615.66
Leonard, Anthony G.	Detention Center	Inmate Medical Services	\$1,200.00
McKay, Katherine G.	District Court	Court Appointment	\$1,275.00
Mountain Dental PC	Detention Center	Inmate Medical	\$846.00
NAPA Auto Parts Riverton	Vehicle Maintenance	Parts/Supplies	\$2,461.76
National Business Systems, Inc	County Treasurer	Postcards	\$536.41
Nelson Engineering	Horse Creek Road Reconstruction	Surveying Services	\$1,300.00
Norco, Inc	Segregated	Supplies	\$6,349.21
Oakley, Gerald R.	County Buildings	Reimburse Expenses	\$27.28
Office Shop Inc, The	Segregated	Service Agreements	\$1,758.29
Print Shop, The	County Treasurer	Informational Posters	\$60.00
Quill Corporation	County Treasurer	Office Supplies	\$155.09

County Commissioners Meeting
September 10, 2019

Reed's Moghaun Office Supply	Agriculture Department	Office Supplies	\$96.16
RELX, Inc.	County Attorney	Subscription	\$595.00
Riverton Ranger, Inc	County Attorney	Subscription	\$60.00
Rocky Mountain Power	Segregated	Utilities	\$12,451.10
Sage, Elk	Prevention Program	Speakers/Supplies	\$1,500.00
Sagewest Health Care	Health & Welfare	Title 25 Patient	\$11,900.00
Shoshoni, Town of	County Buildings	Utilities	\$54.00
Specialized Pathology Consult	County Coroner	Autopsy Fee	\$3,025.00
Thompson, Codi S., RD	Detention Center	Contract Services	\$153.30
Traveling Computers	Computer Services	Services	\$1,410.42
Verizon Wireless	Segregated	Telephone Services	\$372.50
WCS Telecom	Segregated	Telephone Services	\$646.73
William H. Smith & Associates, Inc	Transportation	Surveying Services	\$2,314.80
WY Dept of Health	Health Nurse	Background Check	\$49.00
Wyoming Machinery Co	Segregated	Parts	\$2,317.67
Wyoming Waste Systems	Segregated	Trash	\$2,735.14

Clarence Thomas moved, Larry Allen seconded, to accept a voucher from Cloud Peak Counseling Center in the amount of \$975.00 and from Wyoming Behavioral Institute in the amount of \$2,262.00 for Title 25 patients. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Abatement Summary cover sheet; and 2) Record of Proceedings. Larry Allen moved, Clarence Thomas seconded, to approve an Application/Permit to Construct Access Driveway from Michael & Mindy Clancy off the intersection of Hillcrest and Mortimore Lane. Motion carried unanimously. Larry Allen moved, Clarence Thomas seconded, to approve an Application/Permit to Construct Access Driveway from Cody Brunty for a residence on Cazier Lane. Motion carried unanimously. Larry Allen moved, Clarence Thomas seconded, to approve a Grant Award for U.S. Department of Homeland Security Federal Emergency Management Agency, Grant Programs Directorate, Emergency Management Performance Grant in the amount of \$77,350.00. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) Wyoming County Commissioners Association request regarding county costs related to the Joint Judiciary Committee's evaluation of the establishment of an Office of Parents' Counsel, similar to the Guardian Ad Litem Program. County Clerk Julie Freese relayed the District Court's reply that this program is already part of their budget and qualified parents are represented by parent counsel attorneys at a rate of \$75 per hour. She will relay the information to WCCA for their report to the Joint Judiciary Committee. 2) Michael Jones moved, Clarence Thomas seconded, to accept the Vehicle Maintenance Supervisor's recommendation to repair in-house damages to County Pool Vehicle (CO 2517) with repair costs, not to exceed \$500, charged to the Public Health Department. Motion carried unanimously. 3) Local Government Liability Pool Memorandum regarding nominations for board vacancies for one at-large member and one county commissioner position, with a due date of October 31st.

The public comment period was held:

Sage West Healthcare CEO John Ferrelli introduced himself to the Board and provided an update on programmatic projects: Cardiac Cath lab has received preliminary approval from the State and will be a modular unit attached to the Lander facility; telehealth opportunities for stroke, ICU, psych and dialysis, with goal of keeping patients local. Continue to work with Wyoming Behavioral Institute for them to administer and re-open the Pine Ridge facility; working with the State model to determine if skilled nursing beds are needed. He further updated the Board on new doctors on board or currently being recruited.

Pepper Ottman addressed the Board to express concern of the recent movie shown at the Riverton branch. She does not support censure of any kind but expressed disagreement with the showing of the movie. She was told the movie was targeted for college age students and was a coming-of-age movie; however, she felt they had other venues for the students. She has further read the Library Bylaws and quoted several sections. The Commissioners recommended she seek to become a member of the Library Board when vacancies occur in the future. It was noted that the branch Library did check ID's for the movie as a result of concerns expressed by others as well.

Lander Chamber of Commerce Executive Director Owen Sweeney introduced himself to the Board.

Mortimore Lane resident Carol Sanders asked that the speed limit on Mortimore Lane be reduced from 35 to 25 miles per hour. She also felt the speed limit on Hillcrest Drive was too high. She stated that when law enforcement are visible in the area, drivers do not speed.

Sheriff Ryan Lee was present for a monthly report. He introduced Sgt. Rick Fillman who was present in the audience. Detention bookings for August totaled 233. Current inmate population is 203 in custody with 182 in house. Of these, 153 are pre-sentenced. They are currently housing 13 inmates in Sweetwater County and four adults and 2 juveniles in Natrona County. An in-custody death occurred August 31st of an apparent suicide, and is under investigation. There are four Deputy Sheriff Vacancies that have previously been authorized to refill and they are in the process; and he requested permission to re-hire another Deputy Sheriff (not to exceed \$36,750); Cook (not to exceed \$28,500) and Civilian Controller (not to exceed \$28,500). Clarence Thomas moved, Michael Jones seconded, to authorize re-filling the positions as requested at the indicated salary limit. Motion carried unanimously. Communications has two Dispatcher positions authorized for re-hire and they are in that process as well. Patrol/Enforcement is hiring one Deputy Sheriff as authorized. There have been 5500 calls for service to date this year. Search and Rescue has had 24 operations this calendar year compared to 19 this time last year. They are preparing for hunting season and he expressed appreciation to all the volunteer help the Department receives for these missions. The Shoshoni School District hired their own School Resource Officer who works under the authorization of the Shoshoni Police Department. The Home Detention Program is expected to be operational this week and one inmate has been selected to start with the goal of 25 participants. The 24-7 program continues to operate out of Riverton Circuit Court and off-site breath testing has been halted by the Attorney General's Office who is waiting on new rules to be established. He expects the new rules to be implemented by the end of the year. The overcrowding issue was discussed and Commissioner Thomas will form a task force with Sheriff Lee and local municipalities to begin discussions regarding holding facilities, etc.

County Coroner Mark Stratmoen gave a monthly update. The new vehicle approved through the Capital Revolving Fund is now in service. He stated the change from suburban's to pickups with toppers is a better vehicle style for them. Statistics: numbers remain ahead of last year at this time (112 compared to 94). 2018 and 2019 numbers are as follows, respectively: Suicide (4, 10); Homicide (2; 6); Accident (16; 25). Accident rates continue to be a concern: motor vehicle (7); direct drug/alcohol toxicity (6); falls (5); drowning (2); asphyxia (2); carbon monoxide and hypothermia (1 each). Including direct toxicity, drug and alcohol related deaths are 65% of the total of non-natural deaths. Along with the notable increase in non-natural deaths, come associated increase in expense. The Sheriff's Office is working on costs for two search and recoveries relative to Coroner expenses. For July and August, there have been 11 autopsies compared to five for the same two months in 2018. There are seven pending cases waiting on autopsy results. At this time in the fiscal year, there is no budgetary concern but this could change as the fiscal year is not beginning well.

Commissioner meeting reports were given:

Commissioner Mike Jones met with Building Maintenance Supervisor J.R. Oakley who is working on closing out the Fremont County Youth Camp and doing minor repairs. Attended the meeting on Dickinson Park Road held at the Lander Library branch. He attended the monthly Library Board meeting where County Clerk Julie Freese and Chief Civil Deputy Jodi Darrough presented Board training. Commissioner Jones felt the communication centered on a movie last week at the Riverton branch was good.

Vice-Chairman Larry Allen stated the applications for the vacant Fair Board position are due tomorrow and interviews will be scheduled for the September 17th meeting.

Transportation Superintendent Billy Meeks and Administrative Assistant Jill Johnson presented Resolution No. 2019-14 authorizing the submission of an application for federal funding through the High Risk Rural Road Program Administered by the Wyoming Department of Transportation for the purpose of the 8 Mile Road Rumble Strip Project. Total project cost is \$40,000 and the County's match (9.51%) will be \$3,804. If approved, this match will be budgeted in next year's fiscal year from the Road Construction Fund. Larry Allen moved, Mike Jones seconded, to approve Resolution No. 2019-14. Motion carried unanimously.

In other business, Chairman Becker reviewed a letter of concern from a Dubois resident attempting to enter Little Warm Springs Road from Hart Road traveling east. He encountered a "Keep Out, No Trespassing" sign and a rope restricting the ability to open the gate into the subdivision and proceed. This was discussed the previous meeting where Commissioner Becker showed photos as well. The signs and gate are on BLM property and both he and Transportation Superintendent Billy Meeks have met with BLM staff, who have

authorized both the signs and gate to be removed. Following discussion, the Commissioners agreed to only remove the gate for now and not the entire structure.

In other business, Billy Meeks stated the hot mix projects are on schedule, weather permitting. The Lander Cut off Road has been bladed and he has received good comments. He and Commissioner Allen met with the Moneta-Lysite Road Shoulder Widening Project contractor last week and stated BLM has been contacted by the Engineer regarding additional right of way for drainage ditches. The Engineer further expressed concern that the job completion date of October 25th may be in jeopardy as he is unsure if the current manpower or work schedule will facilitate completion.

AMR Ambulance Operations Manager Diane Lane was joined by Supervisors Larry Frint and Julia Miller. An August incident log was distributed, totaling 546 calls, indicating the various areas that received calls for service. Frint stated new protocol will be to run lights and sirens less as they have found that even though some vehicles pull off to the side of the road, many don't, which is not a crime. A Lander citizens has been making numerous complaints to both Ambulance Stations regarding the sirens and Lane stated only she or a supervisor should talk with him. Chief Civil Deputy Darrough has been involved and stated a Cease and Desist letter will be going to the individual yet today. In the near future, all ambulances should be equipped with a Mobile Transmitting Device to aid in finding addresses. Lane gave an update on the fleet, stating the two new ambulances are in service. Two older ambulances have been used when needed; however, are ready to be taken out of the fleet once the new ones arrived and others are repaired. Chairman Becker asked Commissioner Allen to research the need of applying for State grants for match money for additional ambulances as the turnaround period from grant award to ambulance in service is two years.

City of Riverton Community Development Director Eric Carr reviewed the Riverton Master Plan, 2019. He distributed a power point handout for the Board's information. The Plan is located on the City's website and hard copies are available upon request. The intent was to update the City's 2009 plan with a functional and strategic approach which includes planning and development ideas that involve territory outside the current city limits mostly related to long term development of infrastructure and development. Plan chapters include Community Development and Design Standards, Land Use, Economic Development, Tribal Partnerships, Transportation and Parks and Recreation. The Master Plan was presented to the Fremont County Planning Commission who unanimously recommended, per state statute, the County Commissioners add their concurrence to adoption of the Plan. Chairman Becker asked the Commissioners to review the Master Plan and be prepared to take action on offering concurrence during their meeting of October 1st.

Eric Carr then made a presentation regarding the City of Riverton's receipt of petitions to de-annex a portion of the City north of Country Acres Road that includes the Vasco Addition to Riverton and land owned by the Brada Living Trust. This land was annexed for the purpose of obtaining a State grant, to be sponsored by the City of Riverton, which ultimately did not happen. The City is proposing removing this area from the City limits as it cannot be reasonably services by city services at this time. State Statute 15-1-421 "Municipal de-annexation" was discussed which states the Commissioner must, within 60 days of receiving the petition, prepare a report on the impact of the de-annexation, after which the City of Riverton can take action. County Clerk Deputy Margy Irvine had researched the area in question to be de-annexed and informed the Board there is one active registered voter in the area that would have their voting district changed if de-annexed. The Commissioners stated they would send the de-annexation proposal to the other County Department Heads and Elected Officials to see if they had further comment. The Commissioners will discuss any comments received during their October 1st meeting and write a report accordingly.

County and Prosecuting Attorney Patrick LeBrun joined the meeting to request permission to refill the Administrative Assistant position. He further stated he would like to hire the replacement at least two to three weeks prior to the resignation of the current Administrative Assistant so training can occur. He stated any budget overage as a result would be taken out of another line item if necessary. Larry Allen moved, Mike Jones seconded, to authorize re-filling the Administrative Assistant position prior to the resignation of the current person with a salary not to exceed \$39,000. Motion carried unanimously.

A work session was held at 1:30 p.m. with Department Heads and Elected Officials to continue discussion on Standard Occupational Classifications (SOC) and level implementation. Present were Julie Freese, Patrick LeBrun, Steve Baumann, Tara Berg, Melinda Cox, Mike Hutchison, Ryan Lee, Mark Stratmoen, JR Oakley, Janette McMahan, Alex Malcolm, Jill Johnson, Billy Meeks, Margy Irvine, Becky Parkins, Kathleen Laidlaw, Joe Felix, Tom Majdic and Jim Anderson. Chairman Travis Becker stated an earlier work session had discussed the SOC's and associated range with each position. Julie Freese stated that since then every position has been

County Commissioners Meeting
September 10, 2019

reviewed so see if they fall below the low base rate, pursuant to either the State or Northwest statistics. She further stated levels would be tools only, and she distributed a sample of what four levels would look like for a Main Floor Clerk position within the County Clerk's Office. Levels would need developed for each position title and it was determined that Department Heads could review all their positions and not have any more than four levels to discuss during their upcoming performance appraisals with the Commissioners. In closing, Freese applauded the Commissioners for working on these inequities even though there has been a budget crunch for the last several years. Chairman Becker stated the importance of having the levels in place prior to the next fiscal year budget session and estimated a completion date of January or February.

There being no further business, Larry Allen moved, Mike Jones seconded, to adjourn the meeting at 2:40 p.m. and reconvene for a Regular Meeting on September 17, 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