

STATE OF WYOMING )  
 ) ss. OFFICE OF THE FREMONT COUNTY COMMISSIONERS  
 COUNTY OF FREMONT )  
 LANDER, WYOMING  
 OCTOBER 1, 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, Jennifer McCarty and Michael Jones. Commissioner Clarence Thomas was absent. Fremont County Clerk Deputy Margy Irvine was present for the meeting.

Jennifer McCarty moved, Mike Jones seconded, to approve the agenda. Motion carried unanimously.

Jennifer McCarty moved, Larry Allen seconded, to approve the minutes of the Regular Meeting held September 17, 2019. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to accept the bills for payment. Motion carried unanimously.

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

71 Construction-1% Infrastructure Projects-Materials-\$152,184.41; A & I Distributors-Vehicle Maintenance-Oil/Fluids-\$554.05; Airgas USA LLC-Vehicle Maintenance-Welding Supplies-\$300.93; American Family & Life Ins.-Segregated-Insurance-\$8,785.29; Anda Inc-Public Health-Vaccine-\$3,947.58; Bank of the West Acct Analysis-Investment Pool-Bank Charges-\$491.69; Becker, Josiah-Fremont County WIC-Reimburse Expenses-\$145.00; Black Hills Energy-Segregated-Utility Service-\$2,127.84; Blue Cross Blue Shield of WY-Co Admin-Health Ins Claims-\$372,554.96; Charter Communications-Detention Center-Internet Services-\$213.87; Child Support Services/ORS-Payroll-Child Support-\$564.00; Cina & Cina Forensic Consulting-County Coroner-Autopsy-\$1,175.00; Circuit Court-Segregated-Garnishments-\$1,056.09; CNA Surety-County Treasurer-Notary-\$50.00; Colonial Life & Accident Ins-Segregated-Insurance-\$165.22; Dubois Telephone Exchange-Segregated-Telephone-\$601.92; Dynamic Controls Inc-County Buildings-Services/Repairs-\$607.93; Eastern Shoshone Tribe-Prevention Program-Suicide Prevention Pow Wow-\$2,100.00; Fahey, Penny-Health Promotion-Nordic Walking Poles-\$53.00; Fleetpride Inc-Vehicle Maintenance-Parts-\$812.72; Frank, Vikkilyn-Juvenile Treatment Court-Reimburse Expenses-\$136.83; Freese, Julie-County Clerk-Reimburse Expenses-\$8.85; Fremont County Solid Waste-County Buildings-Dump Fees-\$9.80; Fremont County Treasurer-Co Admin-Health Insurance-\$326,845.00; Fremont County Treasurer-Co Admin-Withholding/FICA-\$203,756.68; Fremont County Treasurer-Co Admin-Section 125 Benefits-\$40,909.38; Fremont County Treasurer-County Commission-Major Ave Property Taxes-\$4,223.63; Gee, Brian-Segregated-County Health Officer-\$5,600.00; Grainger-County Buildings-Materials/Supplies-\$399.48; Great West Trust-Segregated-Wyoming Benefits-\$8,445.00; Griffin, Bette J.-Segregated-Uniform Supplies-\$624.00; Healthsmart Benefit Solutions-Segregated-Insurance-\$912.00; Inberg Miller Engineers-Dry Creek Road Improvement-Engineering Services-\$1,889.59; Kisling, Lisa-Public Defender-Office Rent-\$450.00; Lander Medical Clinic PC-Detention Center-Inmate Medical-\$727.50; Lazzari, Bailey-Public Defender-Office Rent-\$450.00; Lifetime Benefit Solutions, Inc-Health Benefit Plan-Cobra Premium-\$3,108.00; Mailfinance, Inc-County Attorney-Meter Lease-\$266.52; Mckesson Medical Surgical Inc-Public Health-Medical Supplies-\$1,527.71; Mid Amer Research Chemical-Segregated-Supplies-\$383.83; Miller, Margaret-District Court-GAL Office Rent-\$150.00; Mr D's Food Center Inc-Segregated-Supplies-\$937.04; National Business Systems Inc-County Treasurer-Prepaid Postage-\$500.00; New York Life Insurance-Segregated-Insurance-\$133.11; NMS Laboratories-County Coroner-Toxicology Services-\$2,028.00; Northern Arapaho Child Support-Payroll-Child Support-\$598.78; O'Donnell, James-County Coroner-S & R Reimbursement-\$63.65; Oftedal Construction, Inc.-Dry Creek Road Improvement-Construction-\$597,690.05; Osage Industries, Inc-Vehicle Maintenance-Parts/Repairs-\$35.42; Overhead Door Inc-County Buildings-Service/Supplies-\$1,744.29; Palace Pharmacy-Detention Center-Inmate Rx's-\$15,375.98; Paws For Life-County Sheriff-Animal Boarding-\$735.00; Peterbilt of Wyoming-Vehicle Maintenance-Parts-\$116.68; Phillips, Adam E.-District Court-Court Representation-\$112.50; Premier Biotech Inc-CAST-UA Test Kits-\$1,975.00; Premier Vehicle Install, Inc.-Vehicle Maintenance-Parts-\$1,058.56; Prestrud, Becky-Public Health-Reimburse Expenses-\$272.20; R C Lock & Key-Segregated-Keys/Supplies/Services-\$23.45; R R Brink Locking Systems Inc-County Buildings Detention-Materials/Supplies-\$2,401.00; R T Communications-Segregated-Telephone Services-\$538.95; Ratigan, Daniel, M.D.-Detention Center-P.A. Supervisor Contract-\$4,675.00; Reed's Moghaun Office Supply-County Clerk-Office Supplies-\$24.95; Riverton Ranger, Inc-Detention Center-Advertising-\$16.00; Riverton, City of-County Buildings-Water/Sewer-\$1,457.27; Rock Creek Sewer & Drain-County Buildings Detention-Building Maintenance-\$200.00; Rocky Mountain Canine Academy, LLC-Prevention Program-Drug Detection Dog/Training-\$11,000.00; RS Bennett Construction Co., Inc.-Moneta Lysite Road Shoulder-Construction-\$275,693.00; Sagewest Health Care-Detention Center-Inmate Medical-\$16,159.52; Schumacher Law Firm, P.C.-County Commission-Tax Protest Hearings-\$5,259.63; Snider, Yvonne-Sheriff Victim Services-Reimburse Expenses-\$224.00; Specialized Pathology Consult-County Coroner-Autopsy Fee-\$2,425.00; Spoonhunter, Leslie-Fremont County WIC-Reimburse Expenses-\$116.00; State Disbursement Unit-Payroll-Child Support-\$1,019.00; State of Wyoming, Public Defenders Offc-Public Defender-Office Rent-\$1,650.00; Sweetwater County Sheriff-Detention Center-Inmate Housing/Medical-\$28,795.66; Sylvestri Customization-Prevention Program-Advertising-\$7,800.00; Sysco Montana Inc-Detention Center-Inmate Supplies-\$18,503.03; Terrance R. Martin PC-Public Defender-Office Rent-\$450.00; Total Net Salaries-Segregated-Salaries-\$647,278.64; Tweed's Wholesale Co-Detention Center-Inmate Board-\$6,917.60; Verizon Wireless-Segregated-Cellphone Service-\$270.68; West Payment Center-District Court-Library Plan-\$68.43; Western Printing, Inc-Segregated-Printed Supplies-\$1,063.04; Wilkerson, James A, IV, MD PC-County Coroner-Autopsy-\$1,250.00; Wind River Power Sports-Vehicle Maintenance-Tires/Cable-\$181.49; Wind River Transportation Authority-CAST-Bus Passes-\$10.00; WY Public Health Laboratory-Public Health-Lab Fees/Supplies-\$448.00; WY SDU-Payroll-Child Support-\$984.00; Wyo Child Support Enforcement-Segregated-Child Support-\$806.00; Wyo Dept of Workforce Serv-Co Admin-Workers Comp-\$16,548.30; Wyoming 4 X 4 Inc-Transportation-Equipment-\$482.98; Wyoming Office Attorney General-24/7 Program-Program Fees-\$4,890.00; Wyoming Retirement System-Co Admin-Contributions-

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\$151,096.39; Wyoming Supreme Court-District Court-Salary Reimbursement-\$6,742.00; Wyoming.com-Segregated-Internet Services-\$1,074.12.

Jennifer McCarty moved, Mike Jones seconded, to accept a voucher from Wyoming Behavioral Institute in the amount of \$12,065.00 and Natrona County Legal Department in the amount of \$9,060.00 for Title 25 patients. Motion carried unanimously.

The following items in the Signature File were reviewed: 1) Abatement Summary cover sheet; 2) Interest refund check from ConocoPhillips Company in the amount of \$79.16; and 3) Record of Proceedings. Mike Jones moved, Jennifer McCarty seconded, to approve an Application/Permit to Construct Access Driveway submitted by Ronda Hardtke for Young Road. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a License for New Construction of Utility Crossing or Encroachment submitted by Black Hills Wyoming Gas LLC for Mortimore Lane. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve an Application/Permit to Construct Access Driveway from John Belle for 8 Mile Road. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to ratify approval of a letter to WYDOT modifying the CMAQ Magnesium Chloride grant application project. Motion carried unanimously.

The following items in the Priority Mail were addressed: 1) letter from Sheriff Ryan Lee requesting permission to fill an Office Manager/Administrative Assistant position following the retirement of Karla Davis. Larry Allen moved, Jennifer McCarty seconded, to authorize refilling the position at a salary not to exceed \$45,600. Motion carried unanimously. 2) An e-mail from James Gores & Associates to the Commissioners outlining two options for pipe changes on the Moneta Lysite Road Improvement Project was discussed. Due to timing issues, the majority of Commissioners had agreed to Option 2: Cut pavement and replace pipes at higher grade. The Engineer had noted that replacing the culverts at a higher elevation would allow the water to flow more freely and avoid costly annual cleanouts, providing long term benefits to the County and traveling public. This option will avoid further delay on required BLM right-of-way, RT Communications cable, fence rework and the need for additional monitoring. Larry Allen moved, Mike Jones seconded, to ratify the decision to select Option 2 at an additional project cost of \$55,100. Motion carried unanimously. The official change order will be coming in the near future but the approval allows the Contractor to place the pipe order immediately.

Planning Director Steve Baumann updated the Board on a proposed new access road to the CWC Sinks Canyon Center.

Treasurer Tom Majdic and Deputy Jim Anderson reviewed W.S. 18-3-515 titled Preparation and publication of annual statements. The Receipts and Expenditures are due no later than September 30<sup>th</sup>; however, they informed the Board that they are having difficulty getting the final figures from the State for the report. In another matter, Treasurer Majdic stated Jim Anderson is taking Governmental Finance of America (GFOA) training for a newly developed certification program.

Recently promoted Fremont County Nurse Supervisor Becky Parkins greeted the Board and reviewed her background for their information.

Commissioner meeting reports were given.

Fremont County Alliance against Domestic Violence and Sexual Assault Shelter Coordinator Kathy Treybig gave an update on their plans to build a new Riverton shelter. Mike Jones moved, Larry Allen seconded, to Proclaim October 2019 as Domestic Violence Awareness Month. Motion carried unanimously.

New WIC Supervisor Josiah Becker introduced himself to the Board and stated he began his duties in August.

Riverton Community Development Coordinator Eric Carr was present for the Commissioners discussion on the City of Riverton's proposal 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 which did not occur and the City would like to have this area removed from City limits as it cannot be reasonably serviced by City services at this time. The Commissioner has had an opportunity to provide the proposal with other County Departments to see if they have any

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comments, and none were forthcoming. Mike Jones moved, Larry Allen seconded, to write the necessary report, pursuant to W.S. 15-1-421, indicating the County does not have any objection to the de-annexation as proposed. Motion carried unanimously.

In another matter, the Commissioners have had time to review the City of Riverton's Master Plan, which includes planning and development ideas that involve territory outside the current city limits, mostly related to long term development of infrastructure and development. Fremont County Planning Director Steve Baumann was present in the audience. Deputy County Clerk Margy Irvine stated the upcoming Census will result in changes to legislative districts and encouraged Carr to be aware of this for future planning. Commissioner Jones expressed appreciation of the document and stated it is an actionable plan. Baumann concurred and from a County standpoint, provides more direction. Mike Jones moved, Jennifer McCarty seconded, to concur with the City of Riverton's 2019 Master Plan. Motion carried unanimously.

Building Maintenance Supervisor J.R. Oakley stated that as Chairman of the Building Safety and Security Committee, they would request that Columbus Day, October 14, 2019, be closed to the public in order to provide safety training recap and an in-house cleaning day. He stated this day is an official holiday for State offices and they would not be participating. Larry Allen moved, Jennifer McCarty seconded, to close the Courthouse on Columbus Day to the public, with all other County offices outside of the Courthouse open for business as usual. Motion carried unanimously.

Mike Jones moved, Jennifer McCarty seconded, to adjourn into Executive Session for personnel. Mike Jones moved, Jennifer McCarty seconded, to return to Regular Session. Motion carried unanimously.

Financial Assistant Joe Felix presented a preliminary budget hearing.

Deputy County Clerk Margy Irvine reported on the informative WACO conference in Casper.

There being no further business, Larry Allen moved, Mike Jones seconded, to adjourn the meeting at 11:10 p.m. and reconvene for a Regular Meeting on October 8, 2019. 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