

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

LANDER, WYOMING
OFFICE OF THE FREMONT COUNTY COMMISSIONERS
NOVEMBER 19, 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, Jennifer McCarty and Michael Jones. Commissioner Clarence Thomas was absent. Fremont County Clerk Julie A. Freese and Deputy Margy Irvine were each present for portions of the meeting.

Larry Allen moved, Jennifer McCarty seconded, to approve the agenda. Motion carried unanimously.

Jennifer McCarty moved, Larry Allen seconded, to approve the minutes of the Regular Meeting held November 12, 2019. Motion carried unanimously.

Jennifer McCarty moved, Mike Jones seconded, to accept the bills for payment, with the exception of the voucher to James Gores & Associates which will be acted upon at the following meeting. Motion carried unanimously.

<u>Name</u>	<u>Department</u>	<u>Description</u>	<u>Total Cost</u>
A & I Distributors	Vehicle Maintenance	Oil/Fluids	\$312.39
Ace Hardware Lander	Segregated	Materials/Supplies	\$430.97
Ace Hardware Riverton	Segregated	Materials/Supplies	\$518.61
Airgas USA LLC	Vehicle Maintenance	Supplies	\$217.98
AlSCO Inc	Segregated	Laundry	\$264.04
B & B Enterprises LLC	Transportation	Signs/Supplies	\$155.00
Bailey Enterprises, Inc	Inventory	Fuel	\$23,150.85
Becker, Travis	County Commission	Reimburse Expenses	\$124.00
Bill Jones Plumbing & Heating	Segregated	Supplies	\$2,574.01
Bloedorn Lumber Lander	Segregated	Materials/Supplies	\$229.46
Bobcat of the Big Horn Basin, Inc	Vehicle Maintenance	Supplies/Services	\$1,143.97
Carroll Septic Service	Transportation	Services	\$150.00
CenturyLink	Segregated	Telephone	\$4,213.72
Charter Communications	Detention Center	Internet	\$213.87
CMI Teco	Vehicle Maintenance	Parts/Supplies	\$7.68
CNA Surety	Segregated	Bonds	\$625.00
Cox, Melinda K	Segregated	Reimburse Expenses	\$56.90
Desert Mountain Corporation	Transportation	Ice Slicer	\$5,800.64
Eagle Uniform & Supply Co	Vehicle Maintenance	Laundry Services	\$74.89
Floyd's Truck Center WY/Jack's Truck	Vehicle Maintenance	Parts	\$831.56
Freese, Julie	Segregated	Reimburse Expenses	\$128.50
Gabriel Glide USA LLC	County Buildings	Supplies	\$23.75
Grainger	County Buildings Detention	Materials/Supplies	\$696.19
High Plains Power, Inc	Segregated	Utilities	\$1,338.21
HRdirect	County Clerk	Printed Supplies	\$503.94
Inland Truck Parts Co.	Vehicle Maintenance	Repairs/Parts	\$868.53
John Deere Financial	Transportation	Materials/Supplies	\$194.98
Lander Valley Auto Parts	Vehicle Maintenance	Parts/Supplies	\$23.27
Lawson Products, Inc	Vehicle Maintenance	Parts/Supplies	\$470.94
MRC Global Inc	Vehicle Maintenance	Repairs/Parts	\$78.32
Napa Auto Parts Riverton	Segregated	Parts/Supplies	\$3,120.69
Norco Inc	Segregated	Supplies	\$5,139.29
Office Shop Inc., The	Computer Services	Copier Lease	\$1,376.00
Osage Industries, Inc	Vehicle Maintenance	Repairs/Parts	\$245.68
Patrick Construction, Inc	Transportation	Ruby Pit Reclamation Seeding	\$4,647.50
Pavillion, Town of	County Buildings	Water Utilities	\$112.50
Post, Raymond	County Commission	Car Wash	\$10.00
Quality Tire Company	Vehicle Maintenance	Fleet Tires	\$2,313.60
R C Lock & Key	County Buildings	Materials/Supplies	\$7.86
Rapid Fire Protection, Inc	Segregated	Fire Sprinklers Inspection	\$1,100.00
Riggs, Ella	County Clerk	Reimburse Expenses	\$20.00
Riverton Ranger, Inc	Support Services	Advertising	\$1,450.96
Shirts & More Inc	Vehicle Maintenance	Printed Vehicle Decals	\$72.00
Skaggs Companies, Inc	Segregated	Uniforms/Supplies	\$2,966.00

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Stroupe Pest Control Inc	County Buildings	Pest Control	\$200.00
Sweetwater Aire LLC	County Buildings Detention	RTU Repairs	\$170.00
Traveling Computers	Computer Services	Supplies/Services	\$244.59
T Y Excavation, Inc	Transportation	Road Maintenance	\$9,834.74
Union Telephone Company	Segregated	Cellphones	\$611.74
University of Wyoming	Agriculture Department	Contract Salary	\$8,152.50
Western Printing, Inc	County Assessor	Printed Supplies	\$335.12
Winsupply of Riverton	County Buildings	Materials/Supplies	\$69.35
WY Dept of Health	Health Nurse	Quarterly Payroll	\$40,335.38
WY Public Health Laboratory	Public Health	Lab Fees/Supplies	\$462.00
Wyoming Dept of Transportation	Segregated	Fuel	\$1,899.45
Wyoming Machinery Co	Vehicle Maintenance	Parts	\$4,037.22
Wyoming Office Attorney General	24/7 Program	Program Fees	\$5,192.00

Mike Jones moved, Jennifer McCarty seconded, to accept a voucher from Wyoming Behavioral Institute in the amount of \$7,540.00 for three Title 25 patients. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to accept a voucher from Cloud Peak Counseling Center in the amount of \$5,050 for three Title 25 patients. Motion carried unanimously.

The following items in the Signature File were addressed: 1) Elected Officials invitation to employees regarding Christmas events; 2) retirement cards; 3) letter to Governor's Office regarding Federal Natural Resource Policy Account (taken under advisement); and 4) Record of Proceedings. Larry Allen moved, Mike Jones seconded, to cast the ballot for Local Government Liability Pool board member Brad Basse (At-Large) and Richard C. Grant, Jr. (County Commissioner) for three-year terms. Motion carried unanimously.

The 2020 Legal Holiday list was reviewed, following discussion on a change the previous meeting to have Christmas Eve Day instead of Good Friday. Jennifer McCarty moved, Mike Jones seconded, to approve Resolution No. 2019-18 adopting Holiday Closures and Other Closures for 2020. Motion carried unanimously. 2020 Holidays are: New Year's Day (January 1); President's Day (February 17); Memorial Day (May 25); Independence Day (July 3); Labor Day (September 7); Veteran's Day (November 11); Thanksgiving Day (November 24); Friday following Thanksgiving (November 25); Christmas Eve Day (December 24) and Christmas Day (December 25). Further, the Courthouse will be closed to the public on Primary Election Day (August 18); Columbus Day for safety training and cleaning day (October 12) and General Election Day (November 3). These are work days for County employees and all other offices outside the Courthouse are open for business as usual.

There were no action items in the Priority Mail.

The Public Comment period was held.

Assessor Tara Berg presented information from the Wyoming Department of Revenue regarding the State's acquisition of Oblique and Orthogonal Imagery. The technology will provide measurements directly on the imagery to include area, distance, height, elevation, pitch and bearing. This tool provides the following benefits to Assessors and the State: 1) help reduce staff field visits and allocate staff resources more efficiently; 2) view properties with restricted or difficult access; 3) capture previously undetected taxable property changes; 4) increase tax revenue by ensuring all changes are noted; and 5) potential for additional users to benefit from a statewide implementation. An overview of the Wyoming Imagery Project is scheduled for December 11th at the Casper College, and Berg invited Commissioners to attend as well. She stated State funding after the initial year is unknown at this time.

Transportation Superintendent Billy Meeks presented Engineer Jim Gores, James Gores and Associates, recommendation for the Moneta-Lysite Road Shoulder Improvement Project regarding the final two culverts (No. 10 and 11) and seasonal suspension of work. Vice-Chairman Allen stated Change Order No. 3 was approved several months ago by the Commission for the culvert work and he stated they should be replaced prior to winter shut down. Information received the previous day indicated hot mix could be available up until December 1st, and the previously approved extension does not end until November 24th, giving the contractor time to install the two culverts prior to that date. It was noted the contractor cancelled the cattle guard order the previous day, with the belief the Commission would accept Gores' recommendation for postponement of the two culvert installation, which could have been installed when the culverts are to take advantage of the hot mix availability. In the meantime, Allen stated BLM has notified him the top and bottom wires are not correct heights, per their stipulations. Vice-Chairman Allen

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further noted his belief that no additional County money will be allowed for the culvert project. Meeks was directed to meet with Mr. Gores immediately to discuss these issues and report back later in the meeting. Meeks returned later and stated he spoke with Terry Oekedoven, Project Engineer, and she was going to relay the message to the contractor, R.S. Bennett, to have them keep working and get the pipes in place since there will be hot mix available until December 1st.

In other business, Billy Meeks stated an Operator in the Lander area has submitted his resignation. Jennifer McCarty moved, Mike Jones seconded, to authorize advertising of the position at a salary not to exceed \$38,000. Motion carried unanimously. Chief Civil Deputy Jodi Darrough stated various attempts to deliver a letter to a landowner on Antler Court requesting removal of items from the County right-of-way have been unsuccessful. She suggested a more formal action be taken as the infringement into the County's Right-of-Way, while illegal, also causes safety issues. Mike Jones moved, Jennifer McCarty seconded, to serve an injunction on the landowner. Motion carried unanimously. In closing, Meeks stated crews are in the winter mode and they are in good shape with their equipment.

Fremont County Library Director Janette McMahon was present to request to request authorization to hold a public hearing for Library Unanticipated Revenues. Mike Jones moved, Larry Allen seconded, to authorize the Library Board's request to amend their FY 2019-20 budget. Motion carried unanimously.

Janette McMahon also presented the Fremont County Library System Year End Report for 2018/2019. The report summarized the library system's accomplishments throughout the year and provided statistics about operations and usage.

Public Health Nurse Supervisor Becky Parkins provided a monthly update of her department. She informed the Board of a vacancy in her department for a Nurse Supervisor, which is a State position they are currently seeking to fill. She noted that suicide numbers have increased in Fremont County and will be looking at ways to address this important issue. Additionally, Parkins stated the department has been providing flu vaccinations although she has not heard of many cases so far within the County.

Weed & Pest Supervisor Aaron Foster presented an update on the District. He emphasized the importance of safety, fiscal responsibility, outreach, and education for the District. Foster presented some of the goals and projects that Weed & Pest will be focusing on in the near future. One of the biggest challenges is cheat grass, which is an exotic winter annual that is very difficult and expensive to control. The state Weed and Pest Council has not recommended it be added to the state noxious weed list yet as they are studying the far reaching impact to state, counties and industries. Foster stated they have made progress in some locations and will continue to address the issue. New weeds added to Fremont County's list include baby's breath, dame's rocket, sulfur cinquefoil and tall buttercup. Foster also requested the assistance of the commissioners to help work with the communities to develop a plan before trails are approved to help control nuisance weeds.

Deputy Treasurer Jim Anderson presented an amendment to the County's stop-loss policy with Gerber Life. Anderson stated that the amendment will align the grace period of the policy with the County's health plan. Larry Allen moved, Mike Jones seconded, to approve the Stop Loss Policy and the amendment. Motion carried unanimously.

Larry Allen moved, Mike Jones seconded, to adjourn into Executive Session regarding personnel with Planning Supervisor Steve Baumann. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded to return to Regular Session. Motion carried unanimously.

Building Maintenance Supervisor J. R. Oakley provided an incident report and documentation with regards to a mildew situation in a room that they were painting. Mitigation is complete and the issue is resolved.

Larry Allen moved, Jennifer McCarty seconded, to adjourn into Executive Session with J.R. Oakley for personnel. Motion carried unanimously. Jennifer McCarty moved, Mike Jones seconded, to return to Regular Session. Motion carried unanimously.

Jim Allen, member of the Natural Resource Planning Committee that developed the 2004 Fremont County Land Use, provided information on the cross section of members involved in drafting the document and their thought process. The Commissioners have been discussing updating the Plan, as the Governor's Office is making funding available for each county up to \$50,000. Allen stated that in 1975 the legislature

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gave counties authority for plan adoption, which Fremont County did with the approval of then Governor Dave Freudenthal. Stated throughout the plan are definitions and court cases requiring federal and state agencies to coordinate with counties and he felt the Plan was still applicable; however, the Commissioners need to assert their authority. Chairman Becker stated several issues have arisen that the Board felt needed incorporated into the Plan (Cooperating Agency Status of BLM Pipeline; Wildlife Corridors and Socio Economic Data). The Board's intent is not to change the Plan but to enhance it. In closing, Allen recommended the Board assert their authority and re-notify all federal and state agencies of the Fremont County Land Use Plan. He further volunteered to assist the Board in any way if they decide to move forward with updating the Plan.

County Clerk Julie Freese was joined by Chief Deputy Margy Irvine and Election Deputy Sara McWain to review 2020 polling places and precincts. Fremont County currently has 32 Precincts, which will not change. There is also 17 Polling Places, where voters cast their vote on Election Day, and she is proposing downsizing these locations to seven sites (Vote Centers) where any voter can show up to any of these locations to vote their proper precinct ballot at that location. This is similar to what is now done where prior to an election (45 days in advance) absentee ballots may be picked up or mailed and early voting is occurring in the Courthouse. Securing enough election judges (3-5) for each polling place in the past has been problematic, even with the Commissioners approval of closing the Courthouse to the Public on Primary and General Election Days to allow employees to assist at the Polling Places. They have done their research and recently traveled to Teton County to watch the implementation of a Vote Center and E Poll Books for their recent election. She provided that Vote Center diagram Teton County used for the Board's information. Adequate connectivity at the seven selected sites is imperative so that a voter who votes in Riverton and shows up in Lander to vote will appear on the E-Poll Books as having already voted. This process will not likely reduce the amount of election judges needed but Freese expects less judges from the public and more from County employees. They have been involved in the State E-Poll Book training and Freese is on the RFP committee for voting equipment replacement and the replacement of Election equipment is well on its way to being determined but will likely be deployed in late spring of 2020. Once the Vote Center locations are finalized, Freese plans to hold Town Hall meetings, further stating all registered voters would receive a postcard notifying them of the changes, in addition to other media outlets. In addition to Election information at the Town Hall meetings, she expects to also update citizens on Titling changes coming January 1st.

Meeting reports and concerns were given:

Commissioner Jennifer McCarty stated a Fremont County Historic Preservation Commission member has asked a newly appointed member for an application which is submitted to the State Historic Parks and Preservation Office that is different from the application the County utilizes for their appointments to County Boards. She will determine the necessity of the request at their monthly meeting the following day.

Commissioner Mike Jones attended the monthly Solid Waste Disposal District board meeting and stated they are considering banning lithium batteries from the landfills. The Riverton Recycling Program, operating at a \$40,000 deficit, was discussed as well as impacts to Community Entry Service if abandoned. A 20 year District employee was recognized.

Vice-Chairman Larry Allen, along with Chairman Travis Becker, Transportation Superintendent Billy Meeks and Chief Civil Deputy Jodi Darrough, met with BIA and Tribal representatives regarding county roads on the Wind River Indian Reservation. There are currently three vehicles used for Pool vehicles, and he stated an additional one would be helpful. He will visit with Vehicle Maintenance Brad Meredith to see if he has any ideas for an additional vehicle.

County Clerk Julie Freese continues to poll Fremont County Elected Officials and Legislators to select a date for a dinner meeting prior to the upcoming legislative session.

There being no further business, Larry Allen moved, Mike Jones seconded, to adjourn the meeting at 2:45 p.m. and reconvene for a Regular Meeting on December 3, 2019. Motion carried unanimously.

A full detailed report and the official minutes are posted on Fremont County's website at www.fremontcountywy.org.

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/s/ TRAVIS BECKER, CHAIRMAN
FREMONT COUNTY COMMISSIONERS

ATTEST:

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