

STATE OF WYOMING) LANDER, WYOMING) ss.

OFFICE OF THE FREMONT COUNTY COMMISSIONERS
COUNTY OF FREMONT)

MAY 7, 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, Clarence Thomas, Jennifer McCarty and Michael Jones. Fremont County Clerk Julie A. Freese was present for the meeting. Vice-Chairman Larry Allen arrived later in the meeting.

Jennifer McCarty moved, Clarence Thomas seconded, to approve the agenda as amended. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomas seconded, to approve the minutes of the Regular Meeting held on April 23, 2019. Motion carried unanimously.

Jennifer McCarty moved, Clarence Thomas seconded, to accept the bills for payment. Motion carried unanimously.

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

Ace Hardware Riverton-Segregated-Materials/Supplies-\$116.99; American Family & Life Ins.-Segregated-Insurance-\$9,068.30; American Heritage Life Ins-Segregated-Insurance-\$20.70; AmeriGas Propane LP-County Buildings-Propane-\$667.63; B & B Enterprises LLC-Transportation-Signs/Supplies-\$46.40; B & T Fire Extinguishers Inc.-Segregated-Extinguisher Services-\$993.15; Bailey Enterprises, Inc.-Inventory-Fuel-\$21,248.56; Bank of the West-County Sheriff-Checks-\$60.12; Bank of the West Acct Analysis-Investment Pool-Bank Charges-\$770.06; Bill Jones Plumbing & Heating-County Buildings Detention-Repairs-\$165.00; Black Hills Energy-Segregated-Utility Service-\$6,293.54; Blue Cross Blue Shield of WY-Co Admin-Health Ins Claims-\$332,862.79; Bowdel Steven P.-Detention Center-Medical Services-

\$2,562.50; CDW Government, Inc.-Segregated-Equipment/Supplies-\$313.16; CenturyLink-Segregated-Telephone Services-\$4,563.12; Charm Tex Inc.-Detention Center-Inmate Supplies-\$6,222.20; Charter Communications-Detention Center-Internet Services-\$213.87; Child Support Services/ORS-Payroll-Child Support-\$564.00; Circuit Court of the Ninth Dist-Payroll-Garnishment-\$566.45; Civil Air Patrol Magazine-County Sheriff-Advertising-\$195.00; Clifford, Gregory P. MD PC-Detention Center-Inmate Medical-\$11,013.00; Climatec Refrigeration Inc.-Public Health-Repairs-\$428.30; CNA Surety-County Clerk-Notary Fee-\$50.00; Colonial Life & Accident Ins-Segregated-Insurance-\$165.22; Communication Technologies Inc.-Capital Asset Acquisitions-Radio Install-\$803.82; Crane, Yvonne-Dispatch Center-Reimburse Expenses-\$171.40; Dubois Telephone Exchange-Segregated-Telephone Services-\$600.40; Emergency Power Systems LLC-County Buildings-Electrical Service-\$412.78; Federal Express Corp-County Sheriff-Shipping Fees-\$14.93; Food Services of America-Detention Center-Prisoner Board-\$6,810.55; Fremont County Treasurer-Co Admin-Health Insurance-\$330,510.00; Fremont County Treasurer-Co Admin-Withholding/FICA-\$191,636.96; Fremont County Treasurer-Co Admin-Section 125 Benefits-\$42,661.43; Fremont Motor Riverton Inc.-Vehicle Maintenance-Parts/Supplies-\$1,301.60; Fremont Motors Lander-Capital Asset Acquisitions-Patrol Truck-\$34,206.16; Gee, Brian-Segregated-County Health Officer-\$1,400.00; Globalstar USA-Search & Rescue-Satellite Phone-\$183.42; Grainger-County Buildings-Materials/Supplies-\$259.76; Great West Trust-Segregated-Wyoming Benefits-\$7,865.00; Greenwood Mapping Inc.-County Assessor-Organizational Meeting-\$360.00; Inberg Miller Engineers-Dry Creek Road Improvement-Engineering Services-\$13,213.24; Jack's Truck & Equipment-Vehicle Maintenance-Parts-\$349.81; Jiffy Rental Center-Road Construction-Rent Equipment-\$339.50; Kisling, Lisa-Public Defender-Office Rent-\$450.00; Laboratory Corporation of America-Detention Center-Inmate Medical-\$386.00; Lander Medical Clinic PC-Detention Center-Inmate Medical-\$286.12; Lander Valley Physicians Pract-Detention Center-Inmate Medical-\$376.00; Lawson Products, Inc.-Vehicle Maintenance-Parts/Supplies-\$32.32; Lazzari, Bailey-Public Defender-Office Rent-\$450.00; Leonard, Anthony G.-Detention Center-Inmate Medical Services-\$1,260.00; Master's Touch LLC-County Assessor-Postage/Mailing Service-\$11,847.59; Mckee Medical Center-County Coroner-Autopsy Fees-\$686.00; Mckesson Medical Surgical Inc.-Public Health-Medical Supplies-\$1,773.79; MHL Systems-Transportation-Parts/Supplies-\$3,912.30; Natrona County Sheriff-Detention Center-Inmate Housing-\$1,950.00; NCPERS Group Life Insurance-Segregated-Insurance-\$896.00; Nelson Engineering-Horse Creek Road Reconstruction-Surveying Services-\$3,884.00; New York Life Insurance-Segregated-Insurance-\$233.54; Noble Medical, Inc.-County Sheriff-Drug Testing Supplies-\$400.00; Norco Inc.-Segregated-Supplies-\$4,226.68; Northern Arapaho Child Support-Payroll-Child Support-\$598.78; Office Shop Inc., The-Segregated-Service Agreement-\$296.46; Palace Pharmacy-Detention Center-Inmate Rx's-\$11,420.22; Paws For Life-County Sheriff-Animal Boarding-\$210.00; Premier Vehicle Install., Inc.-Vehicle Maintenance-Parts/Service-\$18.12; Pro Repair Plus-County Sheriff-Vehicle Towing-\$170.00; Quill Corporation-Segregated-Office Supplies-\$424.10; R C Lock & Key-County Buildings-Keys/Supplies-\$15.20; R R Brink Locking Systems Inc.-County Buildings Detention-Materials/Supplies-\$1,385.00; R T Communications-Segregated-Services-\$79,001.63; Ratigan, Daniel, M.D.-Detention Center-P.A. Supervisor Contract-\$4,500.00; Reed's Moghaun Office Supply-County Sheriff-Office Supplies-\$1,102.81; Riverton Ranger, Inc.-Maternal Child Health-Advertising-\$129.00; Riverton, City of-County Buildings-Water/Sewer-\$934.68; Rocky Mountain Discount Sports-Search & Rescue-Supplies-\$17.90; Sagewest Health Care-Detention Center-Inmate Services-\$30,990.05; Secretary of State-County Clerk-Notary Filing Fee-\$30.00; Shankle, David-Transportation-Reimburse Expenses-\$129.44; Shirts & More Inc.-Segregated-Signs-\$119.00; Skaggs Companies, Inc.-County Sheriff-Uniforms/Supplies-\$154.77; Specialized Pathology Consult-County Coroner-Autopsy Fee-\$1,175.00; State Disbursement Unit-Payroll-Child Support-\$1,119.00; State of Wyoming, Public Defenders Offc-Public Defender-Office Rent-\$1,650.00; Stevens, Cynthia B.

MD-CAST-Clinical Supervision-\$150.00; Stroupe Pest Control Inc.-Segregated-Pest Control-\$415.00; Sysco Montana Inc.-Detention Center-Inmate Supplies-\$20,233.82; T Y Excavation Inc.-Transportation-Road Maintenance-\$8,825.00; Terrance R. Martin PC-Public Defender-Office Rent-\$450.00; Total Net Salaries-Segregated-Salaries-\$622,038.13; Traveling Computers-Computer Services-Supplies/Services-\$2,359.91; Truenorth Steel Inc.-Road Material Inventory-Cattle Guards-\$17,053.46; Tweed's Wholesale Co-Segregated-Supplies/Inmate Board-\$9,112.53; Valley Lumber & Supply Co Inc.-Segregated-Materials/Supplies-\$406.44; Verizon Wireless-Segregated-Cellphone Services-\$309.06; Western Printing, Inc.-Detention Center-Printed Supplies-\$676.90; Whiting Law, P.C.-District Court-Professional Services-\$1,507.50; Winchester, Clyde-Transportation-Reimburse Expenses-\$172.80; Wind River Radiology PC-Detention Center-Inmate Medical-\$1,449.00; Wind River Towing-Abandoned Vehicles-Vehicle Towing-\$80.00; WY Dept of Transportation-Vehicle Maintenance-Transfer Plates-\$4.00; WY SDU-Payroll-Child Support-\$1,034.00; WY State Lands & Investments-Spencer Homesites Debt Service-Annual Loan Payment-\$1,615.66; Wyo Child Support Enforcement-Segregated-Child Support-\$750.00; Wyo Dept of Workforce Serv-Co Admin-Workers Comp-\$18,436.25; Wyoming Machinery Co-Vehicle Maintenance-Parts/Service-\$580.47; Wyoming Office Attorney General-24/7 Program-Fees Collected-\$4,528.00; Wyoming Retirement System-Co Admin-Contributions-\$144,037.16; Wyoming.com-Segregated-Internet Services-\$2,074.07; Zwetzig, Sasha-Attorney Victim Services-Reimburse Expenses-\$136.00

Jennifer McCarty moved, Clarence Thomas seconded, to accept the voucher from Sage West Health Care in the amount of \$8,925.00 and Wyoming Behavioral Institute in the amount of \$6,032.00 for Title 25 patients. Motion carried unanimously. Chairman Becker acknowledged the report received from the County Attorney's Office indicating there is still an estimated \$228,257.00 outstanding bills for this fiscal year period.

Vice-Chairman Larry Allen arrived at this time.

The following items in the Signature File were reviewed: 1) Sympathy card; 2) Birthday Card; and 3) Record of Proceedings. Mike Jones moved, Jennifer McCarty seconded, to approve a Contract for Trucking Services between Fremont County and Independent Contractor (KY Enterprise LLC). Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a Conflict of Interest Policy for Martha Petersdorf Hospital Trust. Motion carried unanimously. Mike Jones moved, Larry Allen seconded, to authorize \$8,065.04 in the Capital Revolving Fund for emergency tandem repairs to MG-116 and to accept the bid from Wyoming Machinery Company in the amount of \$8,065.04 for the repairs. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to authorize \$10,217.25 in the Capital Revolving Fund for emergency repairs of a snow blower fan replacement (RP-1031) and accept the bid from Teamco Inc for the replacement parts in the amount of \$10,217.25. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to submit the annual letter to Centers for Medicare & Medicaid Services regarding exemption of the Fremont County Benefit Plan from the Mental Health Parity requirement. Motion carried unanimously. Mike Jones moved, Jennifer McCarty seconded, to approve a Wyoming Department of Transportation

Closing Statement Acquisition for the Riverton Streets Highway 26/Main Street (Hill Street) in Riverton and acknowledge receipt of a payment of \$1,970.00 for right-of-way. Motion carried unanimously. A County Wide Consensus Block Grant Joint Resolution regarding grant money remaining in BFY 15/16 funding was approved for allocation by the Fremont County Association of Governments representatives during their last meeting: Pavillion Park Bathroom Rehabilitation (\$5,000); Dubois Town Hall Sidewalk Repair (\$3,757); Hudson Street Light Project (\$3,757); and Shoshoni Rifle Range (\$3,757). Mike Jones moved, Jennifer McCarty seconded, to ratify approval of the Joint Resolution, which had to be submitted to the State Lands and Investments Board on May 2, 2019. Motion carried unanimously.

The following items in the Priority Mail were reviewed: 1) Fremont County 4-H Golf Tournament donation request (individual Commissioners can participate on their own); and 2) Deputy County Attorney Darrough's memo regarding MASAA Claims and Transportation Procedures (Commissioner Allen and Clerk Freese will work with Darrough on the contract update). A Notice from Wells Fargo regarding the income from the Petersdorf Hospital Trust distribution for 2019 of \$17,000 according to the Order Granting Interpretive and Declaratory Relief dated December 7, 1985 was reviewed. Clarence Thomas moved, Jennifer McCarty seconded, to approve the 2019 distribution of \$17,000 as follows: \$8,500.00 (50%) to the REACH Foundation for further distribution to the Riverton Senior Citizens, Inc., Sepiternal Society, Inc., Fremont County Hospice and other such institutions or organizations providing medical services or benefits and comforts for older people not otherwise available in the Riverton area as determined by the REACH Foundation; \$6,120.00 (36%) to the Lander Senior Citizens Center; \$1,020.00 (6%) to the High Country Senior Citizens Center; and \$1,360.00 (8%) to the Shoshoni Senior Citizens Center. Motion carried unanimously.

There was nobody present for the Public Comment period.

Chief Civil Deputy Jodi Darrough updated the Board on the County's Memorandum of Understanding with the State of Wyoming for Guardians Ad Litem, and specifically referenced the clause regarding suitable office space. She reported that District Court Staff Attorney Rachel Fontaine is still compiling information from the Guardian Ad Litem's and further information will be forthcoming.

Transportation Superintendent Billy Meeks stated interviews were held for the Lander Truck Driver vacancy and a candidate has been selected. Jennifer McCarty moved, Clarence Thomas seconded, to approve filling the vacancy with the selected candidate at the beginning wage of \$33,472; pending completion of background check and drug and alcohol compliance testing. Motion carried unanimously.

Jim Gores, James Gores and Associates, introduced newly hired engineer Mark Harris who will be heavily involved in the Moneta-Lysite Road Shoulder Improvement Project. Gores presented the Commission with a complete copy of the Project Manual Plans and Specifications for the Moneta-Lysite Road Reconstruction. He stated the pre-construction conference is scheduled for May 9th in Riverton, and the contractor will mobilize next week and begin work on the 20th of May. He then presented Amendment No. 3 to Owner-Engineer Agreement totaling \$32,700.00 which is for additional services to act as intermediary for the purpose of meeting the Bureau of Land Management Stipulations regarding wildlife resources. They will, through their subconsultant TRC Companies, perform surveys to satisfy BLM stipulations associated with the Right-of-Way for the project. Larry Allen moved, Jennifer McCarty seconded, to approve the Amendment of Owner-Engineer Agreement No. 3. Motion carried unanimously. Representative Liz Cheney's aide Lindy Linn was present in the audience and Chairman Becker asked her to relay to Representative Cheney the governmental hurdles the County has to comply with in order to get projects done, and specifically the additional \$120,000.00 required for this particular project to comply with BLM rules and regulations.

Commissioner meeting reports were given.

Commissioners: Larry Allen, Vice-Chairman and Joe Felix. Last year's budget was \$365,980. This year's request is \$362,479.

Ambulance: Larry Allen, Ambulance liaison and Joe Felix. Last year's budget was \$244,231. This year's budget is \$245,500.

Larry Allen reviewed the status of the two new ambulances and the three remounts which should arrive soon.

Chief Civil Deputy Jodi Darrough is still working on the contracts with AMR regarding the Vehicle Maintenance Agreement and Facilities Maintenance Agreements.

Riverton Airport budget. Kyle Butterfield was present. No funding was allocated last year for the operations of the Riverton Airport. This year's request is \$50,000.

Fremont Air Service Team. Riverton Public Works Director Kyle Butterfield was joined by Fremont Air Service Team (FAST) members Missy White and Ernie Over, at the invitation of the Commissioners, to discuss the budget request for FAST of \$215,000 and the Riverton Airport for \$50,000.

Fremont County Library Director Janette McMahon requested permission to refill two vacancies: 1) 32-hour Library Assistant II in Riverton; and 2) Branch Manager in Dubois. She stated there will be no additional budget impacts with either rehire. Mike Jones moved, Jennifer McCarty seconded, to approve refilling the Library Assistant II position in Riverton at a starting salary of \$13.25/hour and the Dubois Branch Manager at the starting salary of \$19.00/hour. Motion carried unanimously.

Library: Director Janette McMahon was present. Last year's budget was \$1,971,187. This year's request is \$1,795,320.

ISS: Director Kevin Shultz was present. Last year's budget was \$313,232. This year's request is \$403,675

Vehicle Maintenance. Brad Meredith was present. Last year's budget was \$799,271. This year's request is \$821,386.

Sheriff: Sheriff Ryan Lee, Undersheriff Mike Hutchison, Admin Assistant Karla Davis, Detention Sergeant Mosbrucker, Communications Sergeant Carl Freeman were present. Sheriff Budget for last year was \$3,928,301. This year's request is \$3,933,468.

Detention: Last year's budget was \$4,572,265. This year's request is \$4,671,350

Dispatch: Last year's budget was \$1,487,551. This year's budget is \$1,422,498.

Search and Rescue: Last year's budget was \$33,841. This year's request if \$33,200.

Court Assisted Supervised Treatment (CAST): Director, Melinda Cox was present. Last year's budget was \$310,072. This year's request is \$327,514.

Juvenile Treatment Court. Last year's budget is \$233,356. This year's request is \$272,882.

Youth Services. Last year's budget was \$375,386. This year's request is \$364,420.

Commissioner Clarence Thomas was absent from the remainder of the meeting.

Recreation Board: Board Chairman Bobby Hague, Treasurer Kristen Ressler and Board member Don Reynolds were present. Last year's budget was \$220,000. This year's request is \$285,213.

Building Maintenance Supervisor J.R. Oakley stated upkeep is required on the Veteran's Memorial in the Courthouse Courtyard.

There being no further business, Larry Allen moved, Jennifer McCarty seconded, to adjourn the meeting at 4:30 p.m. and reconvene for a Regular Meeting on May 14, 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