

**Park County Board of County Commissioners
December 20, 2011
Regular Meeting**

A regular meeting of the Board of County Commissioners of Park County, Wyoming, was held on Tuesday, December 20, 2011. Present were Chairman Bucky Hall, Commissioners Loren Grosskopf, Dave Burke, Joe Tilden, Tim French and County Clerk, Jerri Torczon.

Chairman Bucky Hall called the meeting to order and led the audience in the pledge of allegiance.

Approval - Transfer of Contract from Western States Insurance to Wells Fargo Insurance Services USA, Inc.

Eric Deeg, Health Insurance Consultant, appeared via telephone conference regarding the transfer of the contract from Western States Insurance to Wells Fargo Insurance Services USA, Inc. Mr. Deeg is transferring to Wells Fargo in Anchorage, Alaska, but will still be providing service as the consultant for Park County's group health insurance. After a general discussion, it was moved by Commissioner Burke, seconded by Commissioner Grosskopf and unanimously carried to approve the transfer and to approve the letter appointing Wells Fargo Insurance Services USA, Inc. as exclusive Broker of Record and Consultant.

Approval - Renewal for Two Medicine Health.

Eric Deeg presented the renewal proposal for Preventative Health Strategies with Two Medicine Health and Financial Fitness. Two Medicine will be conducting the blood screenings, health assessments, and Mayo Clinic Lifestyle Coaching for County employees. After a general discussion, it was moved by Commissioner Grosskopf, seconded by Commissioner French and unanimously carried to approve the renewal for Two Medicine Health and Financial Fitness for December 1, 2011 through November 30, 2012, in the amount of \$17,052.00.

Scheduling Insurance Work Session.

Eric Deeg informed the Board that the contract for insurance coverage with Meritain will expire on June 30, 2012. The Insurance Committee will be reviewing Requests for Proposals for a third party administrator and a work session has been scheduled for April 12, 2012 for training and review of the proposals.

Discussion – U.S. Forest Service Memorandum of Understanding.

A discussion was held on the U.S. Forest Service Memorandum of Understanding. It was noted that the Executive Committee of the Cooperators has not yet approved a Memorandum of Understanding and each cooperating agency will have to adopt their own specific Memorandum of Understanding. No action was taken.

Approval of Minutes.

The minutes of the regular meeting of December 13, 2011 were presented to the Board for consideration. It was moved by Commissioner Tilden, seconded by Commissioner Grosskopf and unanimously carried to approve the minutes as presented.

Approval of Bills.

The vouchers were presented to the Board for their consideration. It was moved by Commissioner Grosskopf, seconded by Commissioner Burke, and unanimously carried to approve the following vouchers for payment:

<u>Payee</u>	<u>Amount</u>
2 M COMPANY INC	\$419.93
ADVANCED ENVIRONMENTAL ENGINEERING	\$1,010.00
ALDRICH LUMBER - POWELL	\$101.17
AMERICAN WELDING & GAS INC	\$4.62

APEX SOFTWARE	\$1,290.00
AT CONFERENCE	\$20.38
AT&T MOBILITY	\$87.39
BANGERT, BRENDA	\$130.00
BEARTOOTH ELECTRIC COOP	\$122.30
BEDUHN, NICK	\$400.00
BIG HORN CARPET ONE, INC.	\$9,723.01
BIG HORN GLASS	\$112.10
BIG HORN PAINT, INC.	\$34.35
BIG HORN RURAL ELECTRIC COMPANY	\$296.48
BIG HORN WHOLESALE, INC.	\$3,101.64
BILLINGS CLINIC	\$150.00
BLAKEMAN PROPANE - CODY	\$1,913.97
BLATT, TIMOTHY J.	\$69.93
BLOEDORN LUMBER - POWELL	\$1,174.36
BOONES MACHINE	\$91.17
BRESNAN COMMUNICATIONS	\$159.96
BRUCO, INC.	\$154.64
BULLBERRY SYSTEMS, INC.	\$5,850.00
CAMPBELLS REPAIR & COLLISION	\$39.99
CARQUEST OF CODY WY #3106	\$16.20
CDW GOVERNMENT, INC.	\$252.08
CENTURYLINK	\$3,478.47
CENTURYLINK BUSINES SERVICES	\$5.06
CIVIL AIR PATROL MAGAZINE	\$145.00
CODY ACE HARDWARE	\$293.13
CODY ENTERPRISE	\$1,878.83
CODY, CITY OF	\$1,250.00
COPENHAVER, KATH, KITCHEN & KOLPITCKE	\$400.00
CORR, NEAL	\$25.00
COULTER CAR CARE CENTER	\$80.00
COWAN CONSTRUCTION,INC	\$16,368.30
CRISIS INTERVENTION SERVICES	\$1,252.50
CRUM ELECTRIC SUPPLY CO.	\$509.96
CUSTOM GARAGE DOOR LLC	\$285.20
DALE WEAVER, INC	\$936.51
DATA IMAGING SYSTEMS, INC	\$362.65
DE HAAN ELECTRONICS	\$105.00
ELIAS, RONDA	\$102.46
EMEDCO, INC.	\$119.49
ENERGY WEST - WYOMING	\$11,249.23
FASTENAL	\$37.89
FREMONT MOTOR CODY, INC.	\$76,308.00
FREMONT MOTOR POWELL, INC.	\$353.88
GALLS INCORPORATED	\$495.23
GAMBLES-STORE 4234, INC.	\$3.99
GARYS VACUUM & STAMPS	\$136.40
GRAINGER	\$20.24
GREENWOOD MAPPING, INC	\$900.00
HANSON CHEMICAL INC.	\$401.40
HEART MTN FARM SUPPLY	\$170.95
HOLM, BLOUGH AND COMPANY	\$23,681.28
INTERSTATE BRANDS CORPORATION	\$285.84
JACKS TRUCK & EQUIPMENT, INC.	\$530.97
JL ENGINEERING, LLC	\$3,359.46
JOHN DEERE FINANCIAL	\$937.51
K-B COMMERCIAL PRODUCTS	\$708.00
KEEGAN & WINSLOW P.C.	\$3,863.34
KEELE SANITATION	\$671.00
KINCHELOE PLUMBING & HEATING	\$13.39
KRISJANSONS, BRIGITA S.	\$400.00
LINDENTHAL, PATRA	\$8.30
LINTONS BIG R, INC.	\$436.40
LOCAL GOVT. LIABILITY POOL	\$3,326.47
MAJESTIC LUBE, INC.	\$104.90
MARQUIS AWARDS & SPECIALTIES, INC	\$174.58

MATTHEW BENDER & CO., INC.	\$89.46
MC CARTY, REED, & EARHART, ATTYS L.C.	\$810.00
McINTOSH OIL, INC.	\$5,967.50
MEDICAL CENTER PHARMACY	\$326.26
MEETEETSE SENIOR CITIZENS	\$2,500.00
MEETEETSE VISITOR CENTER	\$2,500.00
MEETEETSE, TOWN OF	\$250.00
MICKELSON, JOSEPH D	\$213.12
MILES, SARAH N,	\$941.12
MONTANA-DAKOTA UTILITIES CO.	\$266.42
MOORE, LEONARD D.D.S.	\$450.00
MOTOR PARTS, INC.	\$52.08
MOTOROLA SOLUTIONS, INC	\$4,454.11
N.A.D.A. APPRAISAL GUIDES	\$36.00
NAPA AUTO PARTS	\$182.02
NATIONAL SHERIFFS ASSOCIATION	\$100.00
NORTHWEST WY FAMILY PLANNING	\$816.67
OFFICE SHOP, THE	\$1,487.25
ONE STOP SHOPPE	\$243.99
PAMIDA, INC.	\$53.69
PARK CO COURT SUPERVISED TREATMT PROG.	\$9,271.75
PARK COUNTY ANIMAL SHELTER	\$833.33
PARK COUNTY READY MIX	\$1,692.22
PENWELL, STEVE	\$121.00
PITNEY BOWES, INC. - A/R	\$271.98
PLAINSMAN PRINTING SUPPLY, INC	\$6,257.00
POSTMASTER, CODY WY	\$176.00
POWELL DRUG, INC.	\$759.71
POWELL LOCKS & SECURITY	\$60.00
POWELL OFFICE SUPPLY, INC.	\$489.46
POWELL TRIBUNE, INC.	\$2,358.15
POWELL VALLEY CLINIC	\$138.00
POWELL VALLEY HARDWARE	\$101.32
PRO-BUILD - CODY	\$2,053.57
QUALITY INN & SUITES	\$163.98
QUARTERMASTER, INC	\$71.89
QUILL	\$556.74
R & D WINDOW DESIGNS	\$373.34
RED EAGLE FOOD STORES	\$1,247.61
ROCKY MOUNTAIN CUSTOM PHOTOGRAPHIC	\$29.35
ROCKY MOUNTAIN POWER	\$592.13
ROGERS SPORT CENTER	\$958.67
ROVENNA SIGNS & DESIGN	\$268.00
RUDIO, ANNETTE	\$50.00
S & S AUDIO-VIDEO, INC.	\$27.49
SHOSHONE OFFICE SUPPLY, INC.	\$726.11
SIMPSON, WILLIAM L	\$400.00
SMITH, J TRAVIS	\$1,860.00
SOLID WASTE ASSOC. OF NORTH AMERICA	\$183.00
SUN RIDGE SYSTEMS, INC.	\$5,380.00
SYSCO FOOD SERVICES OF MONTANA	\$1,989.83
TAYLOR, DAVID D.D.S.	\$135.00
TCT WEST, INC	\$5,532.77
TIME-2-SHINE CLEANING	\$2,005.00
TRACTOR & EQUIPMENT CO	\$5,747.35
TWO MEDICINE	\$1,421.00
TWO TOUGH GUYS SERVICES	\$340.00
U.S. DEPARTMENT OF INTERIOR/BLM	\$2,207.64
UPS STORE, THE	\$55.94
VERIZON WIRELESS	\$115.48
VISA	\$1,185.80
VISA - FIRST NATIONAL BANK & TRUST	\$2,361.97
WEST PAYMENT CENTER	\$526.06
WYOMING BEHAVIORAL INSTITUTE	\$2,055.00
WYOMING DEPARTMENT OF EMPLOYMENT	\$198.98
WYOMING DEPT OF TRANS - MOTOR VEHICLES	\$6.00

WYOMING SHERIFFS ASSOCIATION	\$300.00
WYOMING STATE BAR	\$41.00
YELLOWSTONE BEHAVIORAL HEALTH	\$159.00
YELLOWSTONE SPORTS MEDICINE	\$150.00
YOUR APPLIANCE MAN, INC.	\$80.00
TOTAL	\$268,727.19

Approval of Payroll.

Payroll for December 5, 2011, in the amount of \$73,599.09; for December 8, 2011, in the amount of \$529,162.54; and for December 13, 2011, in the amount of \$2,209.59 were presented to the Board for consideration. It was moved by Commissioner Grosskopf, seconded by Commissioner French and unanimously carried to approve payroll as presented.

Approval - Certification Statement and Resolution Adopting Plan to Promote Employment of Responsible Wyoming Resident Design Firms.

James F. Davis, Deputy County Attorney, came before the Board and presented the Certification Statement for preference for resident contractors and preference for resident design firms and the Resolution Adopting Plan to Promote Employment of Responsible Wyoming Resident Design Firms. After a general discussion, it was moved by Commissioner Burke, seconded by Commissioner Tilden and unanimously carried to approve the Certification Statement and authorized the Chairman to sign and to approve **RESOLUTION NO. 2011-62, ADOPTING PLAN TO PROMOTE EMPLOYMENT OF RESPONSIBLE WYOMING RESIDENT DESIGN FIRMS IN ACCORDANCE WITH W.S. §16-6-1001(b).**

Employee Retirement Recognition.

Chairman Bucky Hall presented plaques in appreciation to Janice Vaughn for 20 years of service in the Treasurer's Office and to Peggy McColl for 22 years of service in the Treasurer's Office, who will both be retiring at the end of December.

Christmas Holiday.

Commissioner Burke thanked all Park County employees for their diligent service and moved to close all County offices at noon on December 23, 2011. The motion was seconded by Commissioner Tilden. Roll was called with unanimous consent.

Repurchase - MotorGrader from Honnen Equipment.

Greg Meinecke, County Engineer, came before the Board and presented a Quote Proposal from Honnen Equipment that was executed in January of 2007, whereby Honnen Equipment would buyback a motorgrader purchased by the County after five years at a price of \$135,000.00. That option would need to be exercised prior to the end of the year. After a general discussion, it was moved by Commissioner Tilden, seconded by Commissioner Burke and unanimously carried to approve the buyback with Honnen Equipment, contingent upon the net cost being lower than any other quote obtained prior to year end and to allow the Chairman to sign the buyback documents.

Out of State Training.

County Clerk Jerri Torczon presented a request for out of state training for the Grants Compliance Officer to attend training in Billings, Montana. It was moved by Commissioner French, seconded by Commissioner Tilden and unanimously carried to approve out of state training for the Grants Compliance Officer scheduled for February 2-3, 2012 and for June 4-5, 2012.

Recess.

The meeting recessed for lunch and reconvened at 1:15 p.m.

Approval - First Development Park Phase One, 2nd Partial Vacation and Amended Plat Review.

Becky Conrad, Planner II, presented the staff report for the First Development Park Phase One, 2nd Partial Vacation and Amended Plat for First Bank of Wyoming and Johnson & Johnson Enterprises. Commissioner Burke recused himself from this item, as he is related to one of the applicants. After a general discussion, it was moved by Commissioner Tilden, seconded by Commissioner French and unanimously carried to approve **RESOLUTION NO. 2011-63**, APPROVAL OF THE 2nd PARTIAL VACATION AND AMENDED PLAT OF THE FIRST DEVELOPMENT SUBDIVISION PHASE ONE, LOT 15-1. Commissioner Burke returned to the meeting.

Exit Interview & Preliminary Audit Report - Stine, Buss, Wolf, Wilson & Associates, P.C.

Keri Wilson, Certified Public Accountant with Stine, Buss, Wolf, Wilson & Associates, P.C., presented the preliminary audit report for fiscal year ending June 30, 2011 for Elected Officials and Department Heads.

Executive Session.

It was moved by Commissioner Grosskopf, seconded by Commissioner Tilden and unanimously carried to go into executive session regarding matters confidential by law, pursuant to Wyoming Statute §16-4-405(a)(ix).

It was then moved by Commissioner Tilden, seconded by Commissioner Burke and unanimously carried to go out of Executive Session.

Proposal.

Commissioner French recused himself from the meeting. It was moved Commissioner Grosskopf, seconded by Commissioner Tilden and unanimously carried to approve the proposal presented in Executive Session. Commissioner French returned to the meeting.

Adjournment.

It was moved by Commissioner Tilden, seconded by Commissioner Grosskopf and unanimously carried to adjourn the meeting.

Bucky Hall, Chairman

Dave Burke, Vice Chairman

Loren Grosskopf, Commissioner

Joe Tilden, Commissioner

Tim French, Commissioner

Attest:

Jerri B. Torczon, County Clerk