

**Park County Board of County Commissioners
July 19, 2011
Regular Meeting**

A regular meeting of the Board of County Commissioners of Park County, Wyoming, was held on Tuesday, July 19, 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 Executive Assistant Peggy Ruble led the audience in the pledge of allegiance.

Public Hearing – Liquor License Transfer - Edelweiss.

A Public Hearing was held regarding the transfer of a retail liquor license from Edelweiss, Inc. to Thomas P. and Mary L. Klein, d.b.a. Edelweiss. County Clerk Jerri Torczon reported that the proper advertising had been completed and that no written comments were received. Tom and Mary Klein presented oral comments and Commissioners asked questions of the applicants. No other comments were received. It was moved by Commissioner Burke, seconded by Commissioner Tilden, and unanimously carried to close the public hearing.

Transfer of Liquor License – Edelweiss.

It was then moved by Commissioner Tilden, seconded by Commissioner French and unanimously carried to approve the transfer of the retail liquor license from Edelweiss, Inc. to Thomas P. and Mary L. Klein, d.b.a. Edelweiss.

Approval of Minutes.

Minutes of the July 12, 2011 meeting were presented to the Commissioners for their 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 Commissioners 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>
A-1 ELECTRIC	\$129.80
ALBERTSONS PURCHASE ADV. CARD	\$237.53
ALDRICH LUMBER - CODY	\$46.64
AMERICAN PLANNING ASSOCIATION	\$435.00
AMERICAN WELDING & GAS INC	\$9.90
AT&T MOBILITY	\$608.78
ATCO INTERNATIONAL	\$176.00
BEAR CO INC.	\$174.50
BEARTOOTH ELECTRIC COOP	\$130.49
BECK CONSULTING	\$4,050.00
BEDUHN, NICK	\$1,325.00
BENNETT, M.D., THOMAS L.	\$3,540.00
BETTER WAY, INC.	\$1,295.00
BIG HORN BASIN MENTAL HEALTH	\$500.00
BIG HORN ENERGY, INC.	\$2,386.74
BIG HORN PAINT, INC.	\$139.94
BIG HORN RURAL ELECTRIC COMPANY	\$313.32
BIG HORN WHOLESALE, INC.	\$2,669.60
BLAKEMAN PROPANE - CODY	\$823.60
BLATT, TIMOTHY J.	\$64.26
BOB BARKER COMPANY	\$561.31
BOONES MACHINE	\$82.00

BRAZELTON, LILLIAN	\$82.62
BRESNAN COMMUNICATIONS	\$202.81
BRUCO, INC.	\$124.11
BUSINESS MANAGEMENT DAILY	\$197.00
CAMPBELLS REPAIR & COLLISION	\$88.99
CAROLINA SOFTWARE	\$500.00
CARQUEST OF CODY WY #3106	\$140.82
CARQUEST OF POWELL	\$15.10
CDW GOVERNMENT, INC.	\$379.75
CHOICE AVIATION LLC	\$205.53
CODY ACE HARDWARE	\$845.72
CODY ENTERPRISE	\$1,788.49
CODY WINNELSON CO.	\$194.22
CODY YELLOWSTONE AIR	\$14,000.00
CODY, CITY OF	\$22,360.79
CONNERS, MICHAEL	\$122.15
COOKE, ROB	\$101.75
COPENHAVER, KATH, KITCHEN & KOLPITCKE	\$400.00
CORRECTIONAL HEALTHCARE MGMT. INC	\$15,733.17
COULTER CAR CARE CENTER	\$212.00
COWAN CONSTRUCTION, INC	\$92,985.30
CRISIS INTERVENTION SERVICES	\$1,257.08
CRUM ELECTRIC SUPPLY CO.	\$170.88
CUSTOM DELIVERY SERVICE INC	\$46.71
DE HAAN ELECTRONICS	\$262.90
ECOSYSTEM RESEARCH GROUP, LLC	\$55,690.38
ELECTION SYS & SOFTWARE, INC	\$22,230.00
ENERGY WEST - WYOMING	\$3,570.48
FASTENAL	\$84.76
FED EX	\$77.83
FITZWATER, VICKIE	\$53.04
FREMONT BEVERAGES, INC.	\$27.00
FUEL DEPOT, INC.	\$5,490.89
GALLS INCORPORATED	\$381.97
GAMBLES-STORE 4234, INC.	\$40.52
GARLAND LIGHT & POWER CO.	\$707.73
GARYS VACUUM & STAMPS	\$24.91
GLOBALSTAR USA, INC.	\$57.48
GRAINGER	\$138.92
HAMPTON INN – CASPER	\$84.00
HANSEN, STERLING L.	\$18.36
HEINEN, ROBIN	\$10.00
HILTON GARDEN INN – LARAMIE	\$79.00
HONNEN EQUIPMENT CO.	\$3,057.47
HOUSEL LAW FIRM LLC	\$365.00
INTERSTATE BRANDS CORPORATION	\$477.40
IVERSON SANITATION	\$65.00
JAMIESON, M.D., CHARLES E	\$1,500.00
KEEGAN & WINSLOW P.C.	\$4,073.33
KEEHN, TAMI	\$235.62
KEELE SANITATION	\$1,649.00
KNAPP, MARTIN K.	\$50.01
KRISJANSONS, BRIGITA S.	\$400.00
LEON UNIFORM COMPANY, INC.	\$614.50
LINTONS BIG R, INC.	\$149.88
MAJESTIC LUBE, INC.	\$119.90
MATRIX	\$979.75
MATTHEW BENDER & CO., INC.	\$3,333.94
MC CARTY, REED, & EARHART, ATTYS L.C.	\$270.00
McCUMBER LOCKSMITH SHOP	\$68.75
McINTOSH OIL, INC.	\$7,182.48
MEETEETSE, TOWN OF	\$105.28
MERCK & CO, INC.	\$1,537.58
MERRITT, SUNNY G	\$171.36

MICKELSON, JOSEPH D	\$122.40
MILES, SARAH N,	\$2,478.50
MONTANA-DAKOTA UTILITIES CO.	\$140.89
MOORE, LEONARD D.D.S.	\$86.40
MORENO, NANCY	\$79.56
MOTOR PARTS, INC.	\$226.87
MOTOROLA SOLUTIONS, INC	\$27,433.22
MOUNTAIN WEST BUSINESS SOLUTIONS	\$100.79
NADA USED CAR GUIDE	\$2,750.00
NATIONAL BUSINESS SYSTEMS, INC	\$568.83
NEMONT	\$47.12
OFFICE SHOP, THE	\$8,253.47
PARK CO COURT SUPERVISED TREAT. PROG.	\$8,953.00
PARK CO EMPLOYEE BENEFITS TRUST	\$150.70
PENWELL, STEVE	\$102.38
PITNEY BOWES, INC. - A/R	\$759.95
PLAINS TIRE POWELL	\$170.47
POLECAT PRINTERY	\$43.00
POSTMASTER, CODY WY	\$176.00
POWELL TRIBUNE, INC.	\$2,749.32
POWELL VALLEY HARDWARE	\$58.31
PRO-BUILD – CODY	\$338.41
PROCESS POWER & CONTROL, INC.	\$123,181.20
QUALITY PROPANE SERVICE INC	\$38.20
QWEST	\$9,312.21
QWEST BUSINESS SERVICES	\$4.98
RAMADA PLAZA RIVERSIDE	\$91.94
RAPID FIRE PROTECTION, INC	\$410.00
RED EAGLE FOOD STORES	\$1,232.77
RIMROCK TIRE CO – CODY	\$19.90
ROCKY MOUNTAIN POWER	\$1,145.56
SANDBAG EXPRESS	\$1,925.00
SANOFI PASTEUR, INC	\$1,054.35
SCHLENKER, DAVID	\$54.95
SCHRADER METAL & DESIGN, INC.	\$54.74
SHELL FLEET PLUS, INC.	\$877.09
SHERWIN-WILLIAMS STORE – CODY	\$10.00
SHOSHONE OFFICE SUPPLY, INC.	\$544.56
SIMPSON, WILLIAM L	\$400.00
SKORIC, BRYAN	\$73.44
SMITH, J TRAVIS	\$800.00
ST VINCENT HEALTHCARE, INC.	\$177.63
STEINMENTZ-LEWIS, DR. TORRI	\$12.04
STROUPE PEST CONTROL, CO.	\$95.00
SYSCO FOOD SERVICES OF MONTANA	\$1,516.97
TAGGART, STACY	\$24.48
TCT WEST, INC	\$3,308.25
TECHNICAL COWBOY	\$264.84
THOS. Y. PICKETT & CO., INC.	\$1,100.00
TIM'S KING ROOTER	\$125.00
TITAN MACHINERY	\$1,432.82
TRACTOR & EQUIPMENT CO	\$2,104.97
TRIPLE L SALES	\$49.49
TWO MEDICINE	\$1,421.00
TWO TOUGH GUYS SERVICES	\$465.00
UPS STORE, THE	\$68.72
VERIZON WIRELESS	\$218.56
VISA	\$124.21
VISA - FIRST NATIONAL BANK & TRUST	\$1,889.01
WAL MART COMMUNITY/GEMB	\$481.08
WEBSTER MOTORS, INC.	\$1,291.08
WILLIAMS & SONS, LLC	\$112.50
WPCI CONSULTANTS, INC.	\$144.00
WYOMING - STATE PUBLIC DEFENDER	\$4,569.03

WYOMING ASSOCIATION OF RISK MANAGEMENT	\$103,692.32
WYOMING COUNTY COMMISSIONERS ASSN	\$18,523.00
WYOMING DEPARTMENT OF EMPLOYMENT	\$147.17
WYOMING DEPT OF ENV QUALITY – WQD	\$100.00
WYOMING SOLID WASTE & RECYCLING ASSN	\$750.00
YELLOWSTONE BEHAVIORAL HEALTH	\$59.33
TOTAL	<u>\$628,578.80</u>

Approval of Payroll.

Payrolls for July 5, 2011, in the amount of \$73,151.17; for July 7, 2011, in the amount of \$335,268.90; for July 8, 2011, in the amount of \$4,527.02; for July 12, 2011, in the amount of \$2,682.96; and for July 14, 2011, in the amount of \$1,446.53 were presented to the Commissioners for their consideration. It was moved by Commissioner Burke, seconded by Commissioner Tilden, and unanimously carried to approve the payrolls as presented.

Approval of Bonds.

Treasurer Barb Poley presented bonds for the Board's consideration. It was moved by Commissioner Tilden, seconded by Commissioner Grosskopf and unanimously carried to approve bonds for Rhonda Savage – Coordinator for the Board of Cooperative Education Services in Lovell, in the amount of \$25,000.00; and for Ashley Hildebrand – Treasurer for the Powell Recreation District, in the amount of \$5,000.00.

Approval of Tax Rebate.

Treasurer Barb Poley presented a tax rebate for the Board's consideration and stated that the document had already been signed, but was not brought before the Board. It was moved by Commissioner Tilden, seconded by Commissioner Grosskopf, and unanimously carried to approve a tax rebate for Marathon Oil Company, in the amount of \$9,713.23 and to pay the rebate over a five year period of time.

Approval of Fiscal Year 2011-12 Budget.

The Park County Fiscal Year 2011-12 Budget was brought before the Board for their consideration. After a general discussion regarding the increased funding request made at the Public Hearing on July 18, 2011 for Park County Animal Shelter, it was the majority consensus not to increase the funding. After a general discussion, it was moved by Commissioner Burke, seconded by Commissioner Grosskopf and unanimously carried to approve **RESOLUTION NO. 2011-28**, A RESOLUTION TO PROVIDE INCOME NECESSARY TO FINANCE PARK COUNTY, WYOMING FOR FISCAL YEAR 2011-12.

It was then moved by Commissioner Grosskopf, seconded by Commissioner Burke and unanimously carried to approve **RESOLUTION NO. 2011-29**, A RESOLUTION AMENDING THE PARK COUNTY PAY PLAN.

It was then moved by Commissioner Tilden, seconded by Commissioner Grosskopf and unanimously carried to approve **RESOLUTION NO. 2011-30**, A RESOLUTION PROVIDING FOR THE ANNUAL APPROPRIATION OF MONEY FOR THE MAINTENANCE AND OPERATION OF PARK COUNTY, WYOMING FOR THE FISCAL YEAR ENDING JUNE 30, 2012.

Approval to Advertise for Temporary Grant Writer.

After a general discussion, it was moved by Commissioner Grosskopf, seconded by Commissioner Tilden and unanimously carried to advertise both locally and with the Wyoming County Commissioners Association for a Temporary Grant Writer, to be hired on a contract basis, with the first grant project being to obtain grants and funding for the Park County Fairgrounds.

Approval - Response to Shoshone National Forest Supervisor.

A general discussion was held regarding Park County's Response to a letter dated June 27, 2011 from Joseph Alexander, the Forest Supervisor, regarding Park County's request to the United States Forest Service requesting the County's consultant, Ecosystem Research Group (ERG), to sit at the table with the cooperating agencies as the County's consultant on the forest plan revision process for the Shoshone National Forest Plan Revision. After a general discussion, it was moved by Commissioner Grosskopf, seconded by Commissioner Tilden and unanimously carried to have the County Attorney's Office draft a letter in response and have all cooperators view the draft letter for approval before mailing.

Approval – Memorandum of Understanding for Shoshone Forest Plan Revision.

A discussion was held regarding the Memorandum of Understanding for the Shoshone Forest Plan Revision. After a general discussion, it was moved by Commissioner Tilden, seconded by Commissioner French and unanimously carried to table any action on the Memorandum of Understanding at this time.

Approval - Temporary Assistance to Needy Families/Community Partnership Initiative (TANF/CPI).

Executive Assistant Peggy Ruble presented the Temporary Assistance to Needy Families/Community Partnership Initiative (TANF/CPI) grant application for funding for the next Federal Fiscal Year, which starts in October, for seven grant recipients, those being the Boys & Girls Club, Children's Resource Center, Crisis Intervention Services, Northwest Family Planning, Powell Valley Health Care, West Park Hospital, and Yellowstone Behavioral Health Center. After a general discussion, it was moved by Commissioner Burke, seconded by Commissioner French, and unanimously carried to approve the grant request in the amount of \$96,912.00 and authorized the Chairman to sign.

Presentation of Appreciation Plaque for Pat Stuart - Park County Library Board.

Commissioners presented a plaque to Pat Stuart in appreciation of her service on the Park County Library Board for six years. Ms. Stuart stated that being on the Library Board during the acquisition and funding of the new library has been a great time and a great opportunity and urged Commissioners to keep the Powell library expansion in mind for the future.

Approval – Renewal Agreements for Gravel Pit Materials.

Mike Collier, Project Manager, came before the Board and presented Renewal Agreements for Gravel Pit Materials. After a general discussion, it was moved by Commissioner Tilden, seconded by Commissioner Burke and unanimously carried to approve the Renewal Agreements and authorized the Chairman to sign the agreements for Bighorn Redi-Mix, Inc., in the amount of \$.67 per ton; for Larsen Ranch Co., in the amount of \$.65 per ton; for Antler's Ranch, Inc., in the amount of \$.65 per ton; and for R. E. Rauchfuss, in the amount of \$.65 per ton.

Approval - Notice to Proceed for Alkali Creek Bridge Project.

Project Manager Mike Collier presented the Notice to Proceed for the Alkali Creek Bridge Project and stated that the contractor will begin work on July 25, 2011 and should complete the bridge within 52 days. After a general discussion, it was moved by Commissioner French, seconded by Commissioner Grosskopf and unanimously carried to approve the Notice to Proceed for Alkali Creek Bridge Project and authorized the Chairman to sign.

Approval - Engineering Services Inberg-Miller Engineers.

Mike Collier, Project Manager, presented Amendment No. 7 to the Special Modified Master Service Agreement for Engineering Services for the Alkali Creek Bridge Pile Foundation Monitoring with Inberg-Miller Engineers. After a general discussion, it was moved by Commissioner Burke, seconded by Commissioner

Grosskopf and unanimously carried to approve Amendment No. 7 to the Special Modified Master Service agreement for Engineering Services with Inberg-Miller Engineers, at a projected cost to be from \$1,500.00 to \$2,300.00.

Approval – Road Maintenance Agreement with Northern Wyoming Equipment.

Project Manager Mike Collier presented the Road Maintenance Agreement with Northern Wyoming Equipment for road maintenance. Northern Wyoming Equipment will pay Park County \$.05 per ton for all tonnage hauled out of the gravel pit, except for tonnage used on the landowner's property. Funds will be used for road maintenance by the County. After a general discussion, it was moved by Commissioner Burke, seconded by Commissioner French and unanimously carried to approve the Road Maintenance Agreement with Northern Wyoming Equipment.

Approval – Setting Date for On-Site Meeting – Petition of Peter K. Simpson and Lynne L. Simpson and Bobcat Legacy, LLC, for the Establishment of a Private Road.

Jim Davis, Deputy Park County Attorney, came before the Board requesting approval of the Order Setting Date for On-site Meeting to view the proposed road, and to view and appraise any damages and make a recommendation to the Board, regarding the Petition of Peter K. Simpson and Lynne L. Simpson and Bobcat Legacy, LLC, for the establishment of a private road. The date for the on-site meeting has been established as August 4, 2011 at 8:30 a.m. After a general discussion, it was moved by Commissioner Tilden, seconded by Commissioner Grosskopf and unanimously carried to approve Order Setting Date for On-site Meeting.

Recess.

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

Public Hearing - K3 Guest Ranch Special Use Permit.

Becky Conrad, Planner II, came before the Board and presented the staff report for the Public Hearing of K3 Guest Ranch Special Use Permit to allow a dude ranch and heliport. The applicant, Jerri Kincade, spoke regarding his plans for business operations. Comments were received from members of the audience, including Bud McDonald, Bill Thielman, Larry Zink, Patrick Petit, Ken Quintiliani and Bob Housel. Questions were raised by the Commissioners and answered by the staff or the applicant. After a general discussion, it was moved by Commissioner Tilden, seconded by Commissioner Grosskopf and unanimously carried to close the public hearing.

Approval – K3 Guest Ranch Special Use Permit.

After a general discussion, it was moved by Commissioner French, seconded by Commissioner Tilden and unanimously carried to approve **RESOLUTION NO. 2011-31, APPROVAL OF SPECIAL USE PERMIT TO ALLOW A DUDE RANCH FOR JERRY KINKADE.**

After a general discussion, it was moved by Commissioner French and seconded by Commissioner Burke to approve **RESOLUTION NO. 2011-32, RECOMMENDATION TO APPROVE THE SPECIAL USE PERMIT TO ALLOW A HELIPORT FOR JERRY KINKADE,** with the conditions that the applicant shall contact the planning office in five years for reevaluation of the heliport; each guest is allowed two landings and two departures; the special use permit will allow a maximum of twelve landings per year; sound levels must not exceed 60 dBA from the property line; the applicant shall notify the Planning and Zoning Department for the first two landings and first two departures for sound reading; no commercial site-seeing tours are allowed; landings are limited to 9:00 a.m. to 10:00 a.m., and the departures are limited to before 6:00 p.m.; and an approved flight pattern from the south and departure to the northeast. Roll was called with Commissioner Tilden casting the only negative vote. Motion carried.

Public Hearing – Preliminary and Final Plat for Leo’s Ditch Major Subdivision.

Becky Conrad, Planner II, came before the Board and presented the Staff Report for the Public Hearing on Leo’s Ditch Major Subdivision. Questions were raised by the Commissioners and answered by the staff. It was then moved by Commissioner Tilden, seconded by Commissioner French and unanimously carried to close the public hearing.

Preliminary and Final Plat for Leo’s Ditch Major Subdivision.

It was then moved by Commissioner Tilden, seconded by Commissioner French and unanimously carried to approve **RESOLUTION NO. 2011-33, APPROVAL OF PRELIMINARY AND FINAL PLAT FOR LEO’S DITCH MAJOR SUBDIVISION.**

Approval - Grant Sponsorship - Cody Yellowstone Air Improvement Resources (CYAIR).

Members of Cody Yellowstone Air Improvement Resources (CYAIR), including James Klessens, Hank Coe and Airport Manager Bob Hooper came before the Board and requested a letter of support to accompany a grant application in the amount of \$500,000.00 to the Federal Department of Transportation for SkyWest flights from Cody to Salt Lake City. After a general discussion, it was moved by Commissioner Tilden, seconded by Commissioner Grosskopf and unanimously carried to approve a letter of support for the Federal Department of Transportation grant application.

State Board of Equalization Power Point Presentation.

County Assessor Pat Meyer presented a Powerpoint presentation to the Commissioners regarding procedures and protocol when acting as the Board of Equalization.

Adjournment.

There being no further business to come before the Board, 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