

**Park County Board of County Commissioners  
Regular Meeting  
March 20, 2012**

A regular meeting of the Board of County Commissioners of Park County, Wyoming, was held on Tuesday, March 20, 2012. Present were Chairman Tim French, Commissioners Loren Grosskopf, Dave Burke, Joe Tilden, Bucky Hall and County Clerk, Jerri Torczon.

Chairman Tim French called the meeting to order and Commissioner Dave Burke led the audience in the pledge of allegiance.

**Discussion - Reserve Accounts.**

Commissioner Loren Grosskopf and Treasurer Barb Poley came before the Board and led a discussion regarding the combination of the four reserve funds into one, since three funds have not been used for several years. After a general discussion, it was moved by Commissioner Grosskopf, seconded by Commissioner Hall and unanimously carried to advertise for a budget amendment hearing to be held on May 15, 2012 at 1:15 p.m. for the purpose of moving the Depreciation Reserve Fund, in the amount of \$571,146.67; the Tax Shrinkage Fund, in amount of \$288,543.71; and the Operation Reserve Fund, in the amount of \$439,521.13, into the Cash Reserve Fund, and renaming the Cash Reserve Fund to the County Reserve Fund.

**Discussion - Employee Health Insurance Fund.**

Commissioner Loren Grosskopf led a discussion on integration of the Employee Health Insurance Fund into the accounts payable voucher system through the County Clerk's Office and requiring the reconciliation of accounts through the Treasurer's Office. After a general discussion, it was moved by Commissioner Grosskopf, seconded by Commissioner Burke and unanimously carried to advertise this integration along with the budget amendment hearing for May 15, 2012 at 1:15 p.m. for the purpose of adding line items into the accounts payable voucher system through the County Clerk's Office and reconciling accounts through the Treasurer's Office.

**Approval - Waln Simple Subdivision Final Plat Review.**

Becky Ross, Planner II, came before the Board and presented the staff report on the Waln Simple Subdivision Final Plat Review for the creation of a simple subdivision for single family residential use consisting of one lot of 1.43 acres with a 37.68-acre exempt remainder parcel for the applicant, Terry R. Waln. After a general discussion, it was moved by Commissioner Burke, seconded by Commissioner Hall and unanimously carried to approve **RESOLUTION NO. 2012-14, FINAL PLAT APPROVAL OF WALN SS-204.**

**Approval - Ledgerwood Revetment Repair, Southfork River Floodplain Permit Review.**

Linda Gillett, Planning Director, came before the Board and presented the staff report for the Ledgerwood Floodplain Permit Review. This application is for the repair and replacement of riverbank for Glenn and Nancy Ledgerwood, located at 2329 Southfork Road. After a general discussion, it was moved by Commissioner Grosskopf, seconded by Commissioner Tilden and unanimously carried to approve **RESOLUTION NO. 2012-15, APPROVAL OF FLOODPLAIN PERMIT #5-12 FOR LEDGERWOOD REVETMENT REPAIR (FILL) IN THE SOUTHFORK FLOODPLAIN.**

**Approval - Majo Ranch Revetment Repair and Weirs, Southfork River Floodplain Permit Review.**

Linda Gillett, Planning Director, came before the Board and presented the staff report for the Majo Ranch Revetment Repair and Weirs, Southfork River Floodplain Permit Review. This application is for the repair and replacement of 1300 feet of bank armor with approximately 1500 cubic yards of rock fill, and installation of three J-hook rock vanes and two root wads. After a general discussion, it was moved by Commissioner Tilden, seconded by Commissioner Burke and unanimously carried

to approve **RESOLUTION NO. 2012-16**, APPROVAL OF FLOODPLAIN PERMIT #4-12 FOR MAJO RANCH REVETMENT REPAIR AND WEIRS IN SOUTHFORK RIVER FLOODPLAIN.

**Experience Works Program.**

Alan Horner, Employment Training Coordinator for Experience Works, came before the Board to request funding in the amount of \$750.00. After a general discussion, it was moved by Commissioner Hall, seconded by Commissioner Burke and unanimously carried to commit the \$750.00 in the Special Funding Requests for the upcoming budget.

**Approval of Minutes.**

The minutes of the regular meeting of March 13, 2012 were presented to the Board for consideration. It was moved by Commissioner Tilden, seconded by Commissioner Burke and unanimously carried to approve the minutes as presented.

**Approval of Vouchers.**

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

<b><u>Payee</u></b>	<b><u>Amount</u></b>
2 M COMPANY INC	\$405.23
A. RIFKIN CO.	\$124.95
A-1 ELECTRIC	\$702.00
ADAMSON POLICE PRODUCTS	\$847.50
ALBERTSONS PURCHASE ADV. CARD	\$162.35
ALDRICH LUMBER - POWELL	\$567.98
ALPHAGRAPHICS BOZEMAN	\$215.00
AMERICAN WELDING & GAS INC	\$132.31
AT CONFERENCE	\$37.08
AT&T MOBILITY	\$507.06
BARROWS, MARY MEYERS	\$143.00
BEAR CO INC.	\$15.00
BEARTOOTH ELECTRIC COOP	\$113.60
BIG HORN ENERGY, INC.	\$1,649.07
BIG HORN PAINT, INC.	\$227.85
BIG HORN RURAL ELECTRIC COMPANY	\$300.25
BIG HORN TIRE RECYCLING	\$6,926.40
BIG HORN WHOLESALE, INC.	\$2,416.77
BLAIRS MARKET	\$16.34
BLAKEMAN PROPANE - CODY	\$2,075.92
BLOEDORN LUMBER - POWELL	\$676.85
BOB BARKER COMPANY	\$68.74
BOONES MACHINE	\$60.13
BOYS & GIRLS CLUB OF PARK CO	\$3,750.00
BRESNAN COMMUNICATIONS	\$159.96
BRUCO, INC.	\$487.14
BURKE, DAVID	\$194.25
CAMPBELLS REPAIR & COLLISION	\$63.34
CDW GOVERNMENT, INC.	\$2,165.62
CENTURYLINK	\$3,429.89
CENTURYLINK BUSINES SERVICES	\$5.17
CIVIC RESEARCH INSTITUTE, INC.	\$179.95
CODY ACE HARDWARE	\$97.42
CODY ENTERPRISE	\$681.33
CODY FAMILY & CSMTIC DENTISTRY	\$107.00
CODY PAINT & BODY, INC.	\$435.30
CODY, CITY OF	\$1,250.00
COLLIER, MIKE	\$11.95
CONNERS, MICHAEL	\$14.43
COPENHAVER, KATH, KITCHEN & KOLPITCKE	\$400.00
COULTER CAR CARE CENTER	\$124.00

CRUM ELECTRIC SUPPLY CO.	\$70.20
DERRIK WALTON DDS & DARREN J RUESCH DDS	\$384.00
DOOPER, KIM	\$409.04
EAGLE OF CODY	\$213.00
ENERGY WEST - WYOMING	\$9,190.01
FITZWATER, VICKIE	\$57.72
FREMONT BEVERAGES, INC.	\$34.00
FRENCH, TIM A	\$635.46
FUEL DEPOT, INC.	\$65.57
GARLAND LIGHT & POWER CO.	\$1,535.34
GATES, SHARON	\$11.29
GLOBALSTAR USA, INC.	\$26.64
HANSEN, SARAH N.	\$2,346.39
INTERSTATE BRANDS CORPORATION	\$307.80
IVERSON SANITATION	\$50.00
JOHN DEERE FINANCIAL	\$157.91
KEEGAN & WINSLOW P.C.	\$5,663.33
KEEHN, TAMI	\$29.97
KRISJANSONS, BRIGITA S.	\$400.00
L.A. SERVICES	\$273.25
LEON UNIFORM COMPANY, INC.	\$295.25
LINTONS BIG R, INC.	\$306.94
MAJESTIC LUBE, INC.	\$145.85
MARQUIS AWARDS & SPECIALTIES, INC	\$70.50
MC CARTY, REED, & EARHART, ATTYS L.C.	\$2,890.00
McINTOSH OIL, INC.	\$3,244.30
MEDICAL CENTER PHARMACY	\$72.19
MEETEETSE, TOWN OF	\$105.20
MONTANA PETERBILT, LLC	\$26.80
MONTANA-DAKOTA UTILITIES CO.	\$239.98
MOORE, LEONARD D.D.S.	\$426.00
MOTOR PARTS, INC.	\$179.45
NAPA AUTO PARTS	\$35.07
NATIONAL BUSINESS SYSTEMS, INC	\$6,678.00
NEMONT	\$47.41
NORTHWEST WY FAMILY PLANNING	\$812.08
PARK COUNTY ANIMAL SHELTER	\$833.33
PARK COUNTY PUBLIC HEALTH	\$75.00
PARK COUNTY TREASURER	\$271.40
PENWELL, STEVE	\$80.37
PILCH ENGINEERING & SURVEYING	\$2,810.00
PINE VALLEY ECO PRODUCTS, INC.	\$3,596.94
PITET, PATRICK G.	\$200.00
PITNEY BOWES - RESERVE ACCOUNT	\$4,000.00
PLANET HEADSET	\$39.22
POSTMASTER, CODY WY	\$70.00
POWELL DRUG, INC.	\$200.48
POWELL ELECTRIC, INC.	\$490.82
POWELL OFFICE SUPPLY, INC.	\$293.75
POWELL VALLEY HARDWARE	\$197.32
PRO-BUILD - CODY	\$659.09
RANDOL, HAYES	\$77.54
RAPID FIRE PROTECTION, INC	\$350.00
RED EAGLE FOOD STORES	\$1,412.85
RELM WIRELESS CORPORATION	\$445.50
RIMROCK TIRE CO - CODY	\$599.70
RIMROCK TIRE CO - POWELL	\$2,472.62
ROCKY MOUNTAIN POWER	\$1,098.38
ROCKY MOUNTAIN SPORTS	\$9.99
ROCKY MOUNTAIN VEIN CLINIC	\$100.00
SANDERS PLUMBNG & HEATNG, INC.	\$155.56
SATCOM GLOBAL FZE	\$45.92
SELBYS, INC.	\$205.00
SHOSHONE IRRIGATION DISTRICT, INC	\$1,175.60
SHOSHONE OFFICE SUPPLY, INC.	\$436.13
SIMPSON, WILLIAM L	\$400.00

SMITH, GENE	\$10.00
STEWART, SCOTT	\$185.06
STROUPE PEST CONTROL, CO.	\$95.00
STRUEMKE, WILLIAM K.	\$55.50
SYSCO FOOD SERVICES OF MONTANA	\$1,531.43
TESSCO INC	\$1,122.36
TIBURON, INC.	\$13,233.00
TORCZON, JERRI B.	\$125.00
TRACTOR & EQUIPMENT CO	\$155.12
TRIPLE L SALES	\$13.47
TWO MEDICINE	\$1,421.00
TWO TOUGH GUYS SERVICES	\$265.00
UMPHLETT, JUSTIN	\$6.24
VERIZON WIRELESS	\$115.62
VISA	\$1,266.48
VISA - FIRST NATIONAL BANK & TRUST	\$2,238.10
WAYNES BOOT SHOP	\$100.00
WCTA	\$100.00
WEST PARK HOSPITAL	\$115.80
WOODWORKER'S SUPPLY, INC.	\$89.54
WPCI CONSULTANTS, INC.	\$144.00
WYOMING - STATE PUBLIC DEFENDER	\$63,488.63
WYOMING - GUARDIAN AD LITEM PROGRAM	\$3,720.24
WYOMING DEPARTMENT OF EMPLOYMENT	\$151.61
WYOMING DEPARTMENT OF HEALTH/PBL HLTH	\$56.50
WYOMING DEPT OF TRANS - ACCOUNTING	\$186.20
WYOMING SECRETARY OF STATE - NOTARY	\$90.00
YELLOWSTONE BEHAVIORAL HEALTH	\$174.97
YELLOWSTONE LANDSCAPING INC	\$4,289.25
TOTAL	\$186,731.70

**Approval of Payroll.**

Payroll for March 15, in the amount of \$347,985.34 and \$2,932.31 were presented to the Board for consideration. It was moved by Commissioner Grosskopf, seconded by Commissioner Hall and unanimously carried to approve payroll as presented.

**Liquor License Fees.**

County Clerk Jerri Torczon presented the Liquor License Fees for the annual renewal of liquor licenses for consideration. No recommendation for increases was made. After a general discussion, it was moved by Commissioner Grosskopf, seconded by Commissioner Hall and unanimously carried to leave the fees for liquor licenses at \$200.00 for a Malt Beverage License; \$500.00 for a Retail Liquor License; and \$625.00 for a Restaurant Liquor License; and fees for twenty-four (24) hour catering permits, malt beverage permits and additional dispensing rooms at \$25.00.

**Approval of Bonds.**

Treasurer Barb Poley came before the Board and presented bonds for Jerry Faxon, Commissioner for Shoshone Irrigation District, in the amount of \$5,000.00; for Thomas R. Reed, Commissioner for Willwood Irrigation District, in the amount of \$10,000.00; and for Keith Murray, Commissioner for the Willwood Irrigation District, in the amount of \$10,000.00. It was moved by Commissioner Burke, seconded by Commissioner Tilden and unanimously carried to approve the bonds as presented.

**Approval - Construction Contract with Process Power & Control, Inc., Park County Fairgrounds Phase 2 Electrical Upgrade.**

Dennis Spargur, Superintendent of Buildings & Grounds, presented the Construction Contract with Process Power & Control, Inc. for Park County Fairgrounds, Phase 2 Electrical Upgrade. It was moved by Commissioner Tilden, seconded by Commissioner Burke and unanimously carried to approve the contract and to authorize the Chairman to sign.

**Approval - Lease with Wyoming Department of Transportation.**

Dennis Spargur, Superintendent of Buildings & Grounds, presented a draft copy of the lease between Park County and the Wyoming Department of Transportation for office space at the Park County Complex, in the amount of \$12,168.00 per year for years 1-3 and \$12,776.40 for years 4 and 5. After a general discussion, it was moved by Commissioner Hall, seconded by Commissioner Tilden and unanimously carried to approve the lease as presented and to authorize the Chairman to sign.

**Discussion - Requests for Proposals for Consultants/Auditors.**

Commissioner Grosskopf reported that he believes the action taken at the last meeting regarding Requests for Proposals for Auditor Consulting Services will not be feasible due to the difficulty of separating the financial statement preparation from audit work. In addition, requesting dual roles could limit the number of CPA Firms bidding on the audit to the County's detriment. After a general discussion, it was moved by Commissioner Burke, seconded by Commissioner Tilden and unanimously carried to nullify the action taken at the meeting of March 13, 2012. It was then moved by Commissioner Tilden, seconded by Commissioner Burke and unanimously carried to prepare the Request for Proposal for Auditor Services only.

**Recess.**

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

**Discussion - Fairgrounds Building.**

A discussion was held regarding the design/cost of the new Fairgrounds building. Jennifer Lohrenz, Park County Fair Director, and Abby Shuler and Linda Brazelton with the Park County Fair Board were present. Stephanie Bennett-Brown, Park County Grant Writer, appeared telephonically and reported that she had found a grant through the Department of Agriculture that could feasibly pay for the entire building project of approximately \$4 million. She also reported on possible grants to pay for an engineer/architect to finalize the building plans. Fair Board members stated that they had not scaled down the plans because they don't know yet all the federal and state mandates for the bathrooms and accessibility or codes for heating and cooling. It was the consensus of the Board to have a public meeting to get input regarding the building on April 4, 2012 at 6:30 p.m.

**Adjournment.**

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

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Tim A. French, Chairman

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Loren Grosskopf, Vice Chairman

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Joe Tilden, Commissioner

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Dave Burke, Commissioner

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Bucky Hall, Commissioner

Attest:

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Jerri B. Torczon, County Clerk