

**Park County Board of County Commissioners
Regular Meeting
April 5, 2016**

Chairman French called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, April 5, 2016. Present were Chairman Tim French, Vice Chairman Lee Livingston, Commissioners Loren Grosskopf, Bucky Hall, Joe Tilden, County Clerk Colleen Renner and Deputy County Clerk Teecee Barrett.

Commissioner Hall led the audience in the Pledge of Allegiance.

Award-Commissioners' Scholarships.

Chairman French opened the floor to discuss the scholarship applications. Traditionally one scholarship has been awarded to each high school in Park County. It was the consensus of the Board to award the renewal scholarship to Ryan Thomas Geving of Sheridan College. High school award recipients were Abbey Darlene Brasher, Cody High School; Carter Lee Johnson, Meeteetse High School; and Jaron R. Smith, Powell High School. Alternates selected were Seth Michael Bennett, Northwest College; Jacob Elias Hoffman, Cody High School; Scott J. Sessions; Meeteetse High School; and Sarah Ruth Rich, Powell High School.

Executive Session.

Commissioner Grosskopf moved to go into executive session, seconded by Commissioner Tilden and unanimously carried. Commissioner Hall moved to exit executive session, seconded by Commissioner Tilden and unanimously carried. No decisions were made in this session. Commissioner Hall moved to direct the County Attorneys to draft a letter deferring the proposal to finish the WCDA loan with the County, as the WCDA documentation shows conflicting amounts of what is actually owed. The motion was seconded by Commissioner Tilden and unanimously carried.

Approval-Minutes.

Commissioner Hall moved to approve the minutes of the regular March 15, 2016 meeting, seconded by Commissioner Tilden and unanimously carried.

Approval-Payroll.

Commissioner Livingston moved to approve the payroll as presented, seconded by Commissioner Tilden and unanimously carried.

Approval-Vouchers.

Commissioner Tilden moved to approve the following vouchers, seconded by Commissioner Livingston and unanimously carried.

<u>Payee</u>	<u>Amount</u>
360 OFFICE SOLUTIONS	\$361.21
A & I DISTRIBUTORS	\$168.74
ACE INDUSTRIAL SUPPLY, INC.	\$245.90
ADAMSON POLICE PRODUCTS	\$730.00
ALBERTSONS PURCHASE ADV. CARD	\$146.14
AMERICAN INSTITUTE OF TOXICOLOGY	\$250.00
AT&T MOBILITY	\$2,209.34
BEAR CO., INC.	\$4,412.26
BEARTOOTH ELECTRIC COOP	\$87.00
BENNETT, M.D., THOMAS L.	\$3,900.00
BENTLEY SYSTEMS, INC.	\$508.00

BIG HORN CO-OP MARKETING ASSN.	\$941.99
BIG HORN WHOLESALE, INC.	\$1,699.47
BLACK HILLS ENERGY	\$4,492.73
BLAIR'S MARKET	\$26.67
BLATT, TIMOTHY J.	\$274.75
BLOEDORN LUMBER - POWELL	\$221.56
BOB BARKER COMPANY	\$117.92
BOONE'S MACHINE SHOP	\$815.60
BOYS & GIRLS CLUB OF PARK CO.	\$3,456.00
BRADFORD SUPPLY CO.	\$59.24
BRAZELTON, LILLIAN	\$87.48
CARQUEST AUTO PARTS - #064250	\$87.76
CARQUEST AUTO PARTS - #274890	\$72.41
CDW GOVERNMENT, INC.	\$1,571.56
CENTURYLINK	\$6,173.36
CENTURYLINK BUSINES SERVICES	\$6.94
CHARTER COMMUNICATIONS	\$410.45
CLERK OF DISTRICT COURT - JURY FEES	\$5,995.34
CODY ACE HARDWARE	\$168.89
CODY ENTERPRISE	\$28.63
CODY PAINT & BODY, INC.	\$5,320.64
CODY WINNELSON CO.	\$2,192.44
CODY, CITY OF	\$22,451.73
CONNERS, MICHAEL	\$91.91
COULTER CAR CARE CENTER	\$177.00
CRUM ELECTRIC SUPPLY CO.	\$227.00
CS FRY CONSTRUCTION	\$510.42
D&G ELECTRIC, LLC	\$142.34
DAVE BALLING AGENCY	\$200.00
DE HAAN ELECTRONICS	\$374.25
DLT SOLUTIONS, INC.	\$1,046.37
ELECTRICAL ALLY, INC.	\$600.60
ELIAS, RONDA	\$80.46
FASTENAL	\$24.99
FAY, JUDI	\$390.00
FILENER CONSTRUCTION - RETAINAGE	\$12,465.25
FILENER CONSTRUCTION, INC.	\$112,187.25
FITZWATER, VICKIE	\$112.32
FLACK, TOM	\$81.48
FRENCH, TIM A	\$371.91
GARY'S VACUUM & STAMPS	\$14.75
GDA ENGINEERS	\$13,663.50
GILLETT, LINDA	\$103.68
GLASSMASTERS	\$65.00
GOODYEAR COMMERCIAL TIRE & SERVICE CTRS	\$2,680.00
GRAINGER	\$472.86
GROSSKOPF, LOREN M	\$47.55
HARRIS GOVERN FT. COLLINS USER GROUP	\$150.00
HARRIS TRKING & CONST., INC.	\$163.73
HEART MTN FARM SUPPLY	\$387.50
HOLDER, BOBBIE JO	\$25.92
HOTSY EQUIPMENT OF WYOMING, INC.	\$35.84
HOWARD, FRED L	\$92.28
INTERSTATE TIRE SERV. INC	\$150.00
IVERSON SANITATION	\$150.00
J.C. REPAIR, INC.	\$963.44
JL ENGINEERING, LLC	\$7,340.09
KANE FUNERAL HOME	\$190.00
KEEGAN, KRISJANSONS & MILES, PC	\$1,395.99
KENCO SECURITY AND TECHNOLOGY	\$234.50
KENCO SECURTIY AND TECHNOLOGY	\$69.75
KUIPERS, TARA	\$86.40
LEON UNIFORM COMPANY, INC.	\$135.98
LINTONS BIG R, INC.	\$76.83
LONG BUILDING TECHNOLOGIES, INC.	\$3,372.50
MAJESTIC LUBE, INC.	\$158.85
MANNAHOUSE	\$2,234.88
MCBROOM, MATTHEW A.	\$87.12
McINTOSH OIL, INC.	\$4,155.00
MEETEETSE VISITOR CENTER	\$135.00

MIDWEST PORTLAND LLC	\$287.60
MILLER, RYAN	\$100.92
MONTANA STATE UNIVERSITY	\$8,250.00
MORRISON MAIERLE INC	\$2,500.00
MORRISON, MARION	\$91.20
MOTOR PARTS, INC.	\$176.58
MURDOCH OIL, INC.	\$6,966.70
MURPHY, KATHERINE	\$136.62
NAPA AUTO PARTS	\$106.52
NEMONT	\$47.87
NORCO, INC.	\$22.16
NORTH PARK TRANSPORTATION, INC	\$440.87
NORTHWEST RURAL WATER DISTRICT	\$76.40
ODDE, HANS	\$5.00
OFFICE SHOP, THE	\$519.71
O'REILLY AUTO PARTS	\$29.99
PARK COUNTY TREASURER	\$25,015.44
PAVEMENT MAINTENANCE, INC.	\$7,125.00
PENNO, MARY C.	\$160.00
PENWELL, STEVE	\$71.15
POWELL ACE HARDWARE, LLC	\$282.62
POWELL LOCK	\$764.00
POWELL TRIBUNE, INC.	\$1,227.25
POWELL, CITY OF	\$5,924.46
POWER, TIM	\$20.86
PRECISION PLAN AND DESIGN, INC.	\$755.00
PRO-BUILD - CODY	\$89.96
REED, DARLENE	\$39.72
RELM WIRELESS CORPORATION	\$1,054.13
RIMROCK TIRE CO - CODY	\$28.84
ROCKY MOUNTAIN POWER	\$1,579.33
ROGER'S SPORT CENTER	\$1,517.84
ROMERO, SHAUNNA	\$29.13
ROOP, KELSEY	\$665.06
SCHRADER METAL & DESIGN, INC.	\$116.76
SHOSHONE IRRIGATION DISTRICT, INC.	\$225.30
SHOSHONE OFFICE SUPPLY, INC.	\$1,105.32
SIMPSON, KEPLER & EDWARDS, LLC	\$410.33
STROHS INDUSTRIAL LUBRICATION	\$72.00
STROUPE PEST CONTROL, CO.	\$434.00
SYSCO FOOD SERVICES OF MONTANA	\$2,228.84
TCT WEST, INC	\$6,807.59
TESSCO INCORPORATED	\$269.65
THERMO FLUIDS, INC.	\$227.85
THOMPSON REUTERS - WEST	\$704.68
THOS. Y. PICKETT & CO., INC.	\$5,800.00
TITAN MACHINERY	\$7,702.52
TOLG, ROBIN	\$75.00
TRUENORTH STEEL	\$6,627.00
UPS STORE, THE	\$131.52
VARDIMAN, JEREMIAH	\$99.36
VERIZON WIRELESS	\$100.12
VERIZON WIRELESS	\$71.14
VERIZON WIRELESS	\$466.41
VERIZON WIRELESS	\$26.28
VISIONARY COMMUNICATIONS, INC.	\$78.30
WAGGONER, KIRK	\$110.50
WAL MART COMMUNITY/GEMB	\$638.29
WATERWORKS IRRIGATION	\$457.60
WCTA	\$300.00
WILLIAMS & SONS, LLC	\$1,933.28
WILLIAMS, DAVE	\$72.57
WILLWOOD IRRIGATION DISTRICT	\$821.79
WINTER EQUIPMENT COMPANY, INC.	\$6,331.26
WOODWORKER'S SUPPLY, INC.	\$13.51
WORKMAN WASH & BLAST	\$2,825.00
WYOMING DEPARTMENT OF HEALTH	\$192.00
WYOMING DEPT OF AGRICULTURE	\$100.00
WYOMING DEPT. OF WORKFORCE SERVICES	\$12,683.31
WYOMING INFORMATION TECHNOLOGY DIV	\$68.57

WYOMING LAW ENFORCEMENT ACADEMY	\$255.00
WYOMING STATE LIBRARY	\$30,000.00
WYOMING TACTICAL SUPPLY	\$3,600.00
WYOMING WATER WORKS	\$96.00
TOTAL	<u>\$398,001.22</u>

Approval-2016 Polling Places.

Commissioner Livingston moved to approve the polling places as presented, seconded by Commissioner Hall and unanimously carried.

Approval-Insurance Incentive Payout.

Teecee Barrett, Deputy Clerk, presented a list of participants and incentive amounts for approval. Commissioner Grosskopf moved to approve the payout in the amount of \$55,300.00, seconded by Commissioner Livingston and unanimously carried.

Approval-Charter Communications Franchise Agreement.

The Board was presented with a copy of the proposed franchise agreement between Charter Communications and Park County. James Davis, Deputy County Attorney, has reviewed the document and said it mirrors the previous agreement that was signed by the County. Currently Charter is not providing services outside of the city limits, but if the service boundaries is extended Park County will receive a 5% franchise fee. Commissioner Grosskopf was concerned about some of the wording used in the agreement. Brain Edwards, County Engineer, commented that even with the agreement Charter would be required to obtain an easement permit; each would be considered on an individual basis. Commissioner Hall moved to approve the agreement and allow the Chairman to sign, seconded by Commissioner Tilden. The motion carried three to two with Commissioners Livingston and Grosskopf voting opposed.

Approve-Malt Beverage Permit.

Commissioner Tilden moved to approve the malt beverage permit for Cody Youth Baseball's April 8 fundraising event, seconded by Commissioner Grosskopf and unanimously carried.

Approve-Investment Policy.

Barb Poley, County Treasure, presented the Board with an investment policy for approval. Previously the County did not have a policy on investments. Poley worked with the County Attorney's office to draft the policy, which mirrors the State's policy; new legislation to be implemented in July allows Counties to invest the same as the State. Poley commented that this is just a starting point, but will give her some guidelines to explore options for investing County monies. Poley will keep the Board updated on the investments on her monthly report. Commissioner Tilden moved to approve the policy for investments, seconded by Commissioner Hall and unanimously carried as **RESOLUTION NO. 2016-11.**

Approve-TIGER Grant Application WYDOT Letter of Support.

Brian Edwards, County Engineer, presented the request from WYDOT Management Services Manager John Davis for a letter of support for the Beartooth Highway application for the competitive national TIGER (Transportation Investment Generating Economic Recovery) discretionary grant program for 2016. WYDOT has completed about 15 miles on the

Beartooth Highway Reconstruction Project and is seeking the federal grant funds to complete the last 2.5 miles of road to the State line. Commissioner Hall moved to approve the letter, seconded by Commissioner Livingston and unanimously carried.

Approve-Letter of Support for applicant to State Task Force on Special Districts.

Josh Shorb, Park County Weed and Pest Control District supervisor, requested a letter of support from the Board in his application to serve on the newly established State Task Force on Special Districts. Commissioner Tilden moved to approve the letter of support, seconded by Commissioner Grosskopf and unanimously carried.

Approve-Webseed Lease Agreement.

Shaunna Romero, Executive Assistant, presented the lease renewal for Webseed to the Board for approval. Commissioner Hall moved to approve the renewal, seconded by Commissioner Grosskopf and unanimously carried.

Discussion- Health Insurance.

Commissioner Grosskopf updated the Board on the recent bids that were received for the County's health insurance plan. The request was sent out for Third Party Administrators (TPA), fully insured plans, and Trusts. Several bids were received and reviewed by the insurance committee. It was the decision of the Committee to interview both trusts that applied and to also consider the current TPA RCI. The interviews will be held April 21 with a recommendation to the Commission to follow.

Update-BLM 2.0 Planning.

Both Commissioner Grosskopf and Tilden have attended BLM meetings concerning the proposed Planning 2.0 process. The Board has requested extension of the comment period for the Planning 2.0 system to allow adequate review of the BLM's proposal. The WCDA has also asked for an extension and Grosskopf recommends the County agree with the recommendations of the WCDA. Commissioner Grosskopf moved that the Board submit a letter for extension and allow commissioner Grosskopf to sign, seconded by Commissioner Tilden and unanimously carried.

Update-Shoshone Forest Travel Management Meeting.

Commissioner Livingston recently attended a meeting in Thermopolis for the Forest Service regarding travel management for the North Zone of the Shoshone National Forest. The committee received 42 requests for possible usage ideas and through an elimination process are considering 18 of those. Decisions impacting Park County include the denial of Elk Fork closure; approved partial closure of Sweetwater; and Line Creek options.

Discussion-Game & Fish Grizzly Bear Management Draft Plan and Comments.

Chairman French opened the floor to discuss the proposed Grizzly Bear Management Draft Plan. It was the consensus of the Board to support the proposed plan for the State of Wyoming. Commissioner Grosskopf is also on the Yellowstone Ecosystem Subcommittee (YES) and would like input from the Board on how the County would like to be represented at the upcoming meeting in West Yellowstone. After general discussion Commissioner Grosskopf moved that the Board draft a letter in support of the plan. Commissioner Tilden discussed that he feels it would be more effective if it

was a resolution. Commissioner Grosskopf amended his motion to read a resolution, seconded by Commissioner Hall and unanimously carried **RESOLUTION NO. 2016-08.**

Discussion-Park County Socioeconomic Assessment Draft.

Gregory Cowan, WCCA Natural Resource Staff Attorney, and David (Tex) Taylor, Project Lead/ UW Professor, College of Agriculture and Natural Resources Department of Agricultural and Applied Economics, joined via conference call to review the first draft of Park County's Socioeconomic Assessment. Chairman French commented that the draft does not reflect the current downturn in the oil and gas industry and impacts on Park County. Taylor said there is currently no aggregate data that could be added but they will include it at a future date; Taylor said it could be six months to a year before reliable numbers are available. Commissioner Grosskopf added that he would like the average household earnings added to the report. The Board asked that the oil and gas industry be named specifically instead of included in the term "mining." Overall the Board likes the submitted draft. Cowan and Taylor will make the discussed changes and resubmit it to the Board for final approval.

Recess for Lunch.

Presentation-Black-Footed Ferret.

Alan Osterland, Wyoming Game and Fish Big Horn Basin Regional Wildlife Supervisor; Zack Walker, Non Game Biologist; and Dr. Donald "Pete" Gober, Black-footed Ferret Coordinator for the U.S. Fish and Wildlife Service, came before the Board to discuss the possible reintroduction of the Black Footed Ferret in the Meeteetse area, specifically on the Hog Ranch and Pitch Fork Ranch. Thought to be extinct, ferrets were discovered on the Hog Ranch and captured to form a breeding stock. The Game and Fish has conducted public outreach meetings to get local opinion of the reintroduction; Osterland said feedback has been positive. If they are reintroduced to the Meeteetse area, Game & Fish anticipates eventual population of 20-30, depending on litters born. The funding for the ferret comes from Section 6 federal funds. Alan Hog, Land Owner, commented that they do have some concerns about the possible reintroduction of the Black Footed Ferret, but are more excited to have them reintroduced to area that they were found when thought to be extinct. The Game and Fish discussed the status of the ferret recovery efforts in Shirley Basin and the procedures that have gone into monitoring and reintroducing them into the wild. If reintroduced to the Meeteetse area the ferret would be managed under the 10(j) Rule of the Endangered Species Act. Establishment of a statewide 10(j) population would provide regulatory relief for landowners should a ferret occur on their lands, while allowing the state to continue its efforts to advance ferret recovery. The Board's main concern is that having the ferret under the 10(j) Rule would equate to management the wolves are under. Osterland assured the Board that the 10(j) Rule provides for management of the ferret as not endangered.

Public Hearing-Trout Ranch RV Park SUP.

Chairman French opened the public hearing to consider the request for a Special Use Permit (SUP-147) to allow a campground in a GR-5 zoning district. The Trout Ranch Campground will have up to 38 RV sites with electric and water hook-ups. Up to 10 tepee camp sites are also proposed, with furnished tepees for rental. The facility will include campfire pits, laundry, restroom and shower facilities. This property is also the location of Cody Wyoming Trout Ranch, LLC. Legal Description: 18.64 acres (Lot 5 and part of Lot 4), 3.90 acres (part of Lot 4), and 0.52 acres (part of Lot 4) in Sec. 14,

T53N, R101W, 6th PM, Park County, WY. The address is 4727 Hwy 14 A. Property is along southern bank of Shoshone River, approximately 5 miles east of Cody. Kim Dillivan, Planner II, presented the staff report. The applicant has met all requirements. There were three comments from the public with the main complaint being noise and lighting. The applicant has taken precautions to abate noise and agreed to have all lighting downcast to comply with Planning and Zoning regulations. Brian Edwards, County Engineer, commented that the site drainage plan is acceptable. Commissioner Tilden moved to close the public hearing, seconded by Commissioner Grosskopf and unanimously carried. Commissioner Tilden moved to approve the SUP for the Wyoming Trout Ranch RV Park, seconded by Commissioner Livingston and unanimously carried **RESOLUTION NO. 2016-09.**

Public Hearing-Kobbe Subdivision.

Chairman French opened the public hearing to reconsider the Kobbe Subdivision/Cora Lane request to modify Resolution 2007-66 condition #9, Resolution 2006-109 condition #12, and Final Plat condition #5, requiring Cora Lane to be paved to County standards as specified in the approved plans. Linda Gillett, Planning and Zoning Director, gave the staff report. This is the second public hearing on this as the Board requested clarification from the applicant. The applicant obtained signatures from all landowners except one accepting the changes to use recycled asphalt with a chip seal cover instead of traditional pavement. Terry Swenson, landowner, asked for further clarification of the product before he signed off on it. With further explanation of the product Swenson agreed to the changes. Commissioner Tilden commented that he is concerned about changing the plat, as this is what was agreed upon by the developer in the beginning. Commissioner Livingston moved to close the public hearing, seconded by Commissioner Hall and unanimously carried. Commissioner Hall moved to approve the amendment with a six month timeline (from April 5) to complete. The motion was seconded by Commissioner Livingston and vote passed with Commissioner Tilden voting opposed. **RESOLUTION NO. 2016-10.**

Request-Hire Two Full Time Elections Temporary Employees.

Colleen Renner, County Clerk, and Teecee Barrett, Elections Deputy, requested permission to hire two full time temporary employees for the upcoming elections. Both positions will terminate December 31, 2016. After general discussion Commissioner Hall moved to approve the hiring of two full time temporary employees for the Elections Office, seconded by Commissioner Livingston and unanimously carried.

Request-Hire Two Part Time Custodians.

Mike Garza, Buildings and Grounds Superintendent, requested approval to fill two vacant part time custodian positions. Commissioner Hall moved to allow the hiring of two part time custodians, seconded by Commissioner Tilden and unanimously passed.

Request-Hire Events Department Employee.

Echo Renner, Events Coordinator, asked for permission to combine one full time and one part time temporary position into one full time regular position. Renner said that this would save the County approximately ten thousand dollars a year. This would allow her to keep a person on staff year around trained on the Show Works software, and to assist with the marketing position. Commissioner Hall moved to approve the hiring of one full time regular employee, combining one full time and one part time temporary position, seconded by Commissioner Tilden and unanimously carried.

Approve-Revised Fee Schedule for Park County Facilities.

Echo Renner, Events Coordinator, proposed that there be two usage fees, one for personal and nonprofit groups, and the other for commercial events. The proposal would also allow the events coordinator the discretion to waive fees for events meeting the criteria, providing an option for appeal to the Board if desired. Commissioner Tilden moved to approve the fee schedule as revised, seconded by Commissioner Hall and unanimously carried.

Approve- Job Description for Office/Marketing Assistant.

Echo Renner, Events Coordinator, presented the office / marketing assistant job description to the Board for approval. The proposed pay scale is \$14.38-\$20.71 per hour with the proposed individual starting at \$15.07 (Grade 8, Step 1). The position title would be Project Specialist. Commissioner Tilden moved to approve the job description for "Project Specialist," seconded by Commissioner Livingston and unanimously carried.

Adjourn

Commissioner Livingston made a motion to adjourn, Commissioner Grosskopf seconded and the motion carried.

Tim A. French, Chairman

Lee Livingston, Vice Chairman

Loren Grosskopf, Commissioner

Bucky Hall, Commissioner

Joseph E. Tilden, Commissioner

Attest:

Teecee Barett on behalf of
Colleen Renner, County Clerk