

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

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

Commissioner Livingston led the audience in the Pledge of Allegiance.

Work Session-Park County Fairgrounds Foundation.

The Board of Commissioners met with Shaunna Romero, Executive Assistant, Tara Kuipers, UW Community Development Educator, and Echo Renner, Events Coordinator, to discuss the possibility of forming a Park County Fairgrounds Foundation to help raise money for the fairgrounds in Powell; the foundation would operate under 501(c)3 tax status. For the initial paperwork to be filed with the State the foundation will need three members in place as well as a registered agent. After general discussion of who should be the beginning members it was the consensus of the Board to have Fair Board members complete and submit the required forms with the Wyoming Secretary of State's office. Fair Board members will also develop the bylaws. After the foundation is established and members are elected, the initial Fair Board members have the option to resign their positions on the foundation. The Foundation name will be Park County Fairgrounds Foundation. The Board asked that the application be submitted to the State as soon as possible. Teecee Barrett, Vice Chairman of the Fair Board, commented that she would get the application signed by the other Fair Board members this week and work with Shaunna Romero to complete the application.

Bid Opening-Employee Parking Lot.

Brian Edwards, County Engineer, and Jeremy Quist, Staff Engineer, came before the Board to open the bids received for the employee parking lot paving project. All five bidders attended the mandatory walk-through. EHC, LLC of Deaver, Wyoming, bid \$157,756.90, with completion in 21 days. Harris Trucking & Construction Co. of Cody, Wyoming, bid \$106,929.50 with completion in 21 days. Mountain Construction of Lovell, Wyoming, bid \$158,957.20 with completion in 15 days. Quality Asphalt Paving Inc. of Cody, Wyoming, bid \$109,979.00 with completion in 60 days. Triple A Building Services, Inc. of Powell, Wyoming, bid \$182,700.00 with completion in one month. The Board asked the staff to review all bids and come back later in the day for a recommendation to award. After review, Edwards and Quist returned and reported they'd found a mathematical error in Harris Trucking & Construction bid. The corrected total bid was \$114,579.50. Landon Greer, Vice President of Quality Asphalt Paving, attended the meeting to explain their bid time to completion. Landon said he is confident that they could complete the project in 30 days or less, but bid it as 60 days because that was the allotted time given during the walk through. Quist recommended to the Board that the bid be awarded to Quality Asphalt Paving, Inc. in the amount of \$109,979.00. Commissioner Tilden moved to accept the recommendation of the staff, seconded by Commissioner Hall and unanimously carried.

Bid Opening-Park County Regional Landfill 2016 Phased Reclamation Project (Cody Landfill).

Tim Waddell, Solid Waste Manager, and Travis Hill, Assistant Solid Waste Manager, came before the Board to open the eight bids that were received.

Montana Contractors, Inc.	Civil	Belgrade, MT	\$986,941.75
Knife River		Billings, MT	\$988,621.00
Oftedal Inc.	Construction,	Casper, WY	\$1,206,920.80
Harris Construction Co.	Trucking &	Cody, WY	\$918,004.40
Daniels Inc.		Lingle, WY	\$879,771.41
LCl Construction	Trucking &	Pavillion, WY	\$845,460.50
G.K. Construction, Inc.		Lovell, WY	\$809,107.13
Nicholson Contracting	Dirt	Cody, WY	\$689,930.00

The staff will review all bids and make recommendation to the Board at the next regular meeting.

Request-Hire.

Echo Renner, Events Coordinator, requested permission to fill a vacant part time custodian position. Renner hopes to fill the position within the next month. Commissioner Hall moved to approve hiring the vacant budgeted part time custodian position, seconded by Commissioner Tilden and unanimously carried.

Discussion-Fundraising Proposal Park County Fairgrounds

Echo Renner, Events Coordinator, and John Collin with Marquis Awards presented a options to the Board for donor bricks to be laid at the new fair building. An area was reserved on either side of the front entrance for this purpose when the building was designed. The Board selected black granite one inch bricks with two size options to be sold. When enough pavers are sold to fill one side of the designated area the order will be placed. Commissioner Hall moved to sell the black granite bricks during the Park County Fair at a volunteer-manned booth as well as on the fair’s web site. Available brick sizes are 4 x 8 inches and 12 x 12, with minimum donations of \$100.00 for a 4 x 8 brick and \$300.00 for 12 x 12. All previous brick purchases will be honored.

Approve-Payroll.

Payroll was presented to the Board for approval. Commissioner Hall moved to approve payroll as presented, seconded by Commissioner Grosskopf and unanimously carried

Approve-Catering/Malt Beverage Permits.

Hans Odde, First Deputy Clerk, presented a request for a catering permit for July 16, 2016 for the Beartooth poker run on behalf of Mountain Man LLC; a malt beverage permit for Double Doc Ranch for a July 22, 2016 Rainhorse benefit; and a malt beverage permit for the Cross wedding at the Moon Crest Lodge on July 30, 2016. Odde commented that the Cross wedding wanted to obtain a permit even though it isn’t required. Commissioner Tilden moved to approve the catering permit for the Beartooth poker run as well as the malt beverage permits for the Double Doc Ranch and the Cross wedding, to waive the fee for the Cross permit, and to allow the Chairman to sign. The motion was seconded by Commissioner Hall and unanimously carried.

Approve-2016-17 Cooperative Law Enforcement Agreement between Park County Sheriff's Department and the USDA, Forest Service.

Sheriff Scott Steward presented the 2016-17 agreement between the Park County Sheriff's Department and the USDA Forest Service, Shoshone National Forest. The annual agreement requiring the County's signature approval is in the amount of \$8,700.00. Steward commented that the agreement helps to offset some of the patrol costs. Commissioner Tilden moved to approve the agreement and attachment A and allow the Chairman to sign, seconded by Commissioner Livingston and unanimously carried.

Approve-Annual Salary Contribution Agreement between UW and Park County.

Tara Kuipers, UW Community Educator, presented the agreement to the Board for approval. The County cost shares the salary cost for the 4-H Educator position. Commissioner Tilden moved to approve the agreement, seconded by Commissioner Livingston and unanimously carried.

Approve-MOU between Wyoming Department of Health and Park County.

Bill Crampton, Public Health Nurse Manager, presented to the Board for consideration the MOU between the Wyoming Public Department of Health and Park County. Commissioner Hall moved to approve the MOU and allow the Chairman to sign, seconded by Commissioner Livingston and unanimously carried.

Approve-County Wide Consensus Funds City of Cody.

The City of Cody requested approval for the County Wide Consensus funds resolution. Commissioner Grosskopf moved to approve the resolution, seconded by Commissioner Livingston and unanimously carried.

Approve-Marathon Oil's request for Consent to Assign Existing Leased Office Space to Merit Energy.

Currently Marathon Oil has a five year contract signed for office space at the Park County Complex with four years remaining on the contract. With the recent sale of Marathon Oil assets to Merit Energy, Marathon has proposed assigning some of their leased County Complex office space to Merit while retaining some of the existing space. After general discussion between the Board and Bryan Skoric, County Attorney, it was the consensus to research the proposal further.

Approve-Museum Board Appointments.

Two terms on the Museum Board expired July 1. Applications were submitted by both incumbents. Commissioner Hall moved to reappoint Phyllis Miller and Gibson Mathers to the Museum Board for three year terms, seconded by Commissioner Livingston and unanimously carried.

Discussion-Park County Library Board (Meeteetse)

There is currently an opening on the Park County Library Board for a Meeteetse representative; no applications were received by the application deadline. After general discussion Commissioner Hall moved to re-advertise for the opening for two weeks, advertising once weekly in the Powell Tribune and Cody Enterprise, and to open the position to an at large representative for this term's appointment, seconded by Commissioner Grosskopf and unanimously carried.

Recess for Lunch

Budget Discussion-Continued.

The public hearing for the 2016-17 budget will be Monday July 11 with the final budget approval on Tuesday July 12. It was the consensus of the Board to budget 75% of the total PILT funding, and then decrease the amount of SRS funds allocated to bring the budget balance to zero. The Events Department requested 575 hours of overtime be budgeted for fair employees. After general discussion it was the consensus of the Board to budget no overtime for the Events Department. There were approximately 26 pay increase requests submitted to the Board. Following discussion, Commissioners Hall and Tilden were in favor of approving all the pay increases requested; given the current financial situation at both the County and State levels, Commissioners Grosskopf, Livingston and French prefer waiting until November to consider the requests. The proposed raises will be revisited in November. The Board also discussed the need to keep the county's equipment current and efficient. The Road and Bridge Department has discussed it and feel confident that they do not need to add more money to the equipment line item this year. Keeping the Sheriff's office fleet in optimal condition necessitated adding another patrol vehicle and accessories to the current proposed budget.

Approve-Budget Amendments.

The following budget amendments were proposed by the Clerk's Office for FY 2015-16:

Increase County Assessor by \$181.53

Increase County Engineering by \$21,109.98

Increase County Planning & Zoning by \$1,356.03

Increase County Buildings & Grounds by \$86,417.50

Increase Homeland Security by \$5,401.10

Increase Public Health Officer by \$2,130.74

Increase Public Health by \$4,744.05

Increase County Extension by \$420.67

Increase Library Construction by \$20,543.33

Commissioner Hall moved to approve the proposed budget amendment in the amount of \$142,304.93, seconded by Commissioner Tilden and unanimously carried **RESOLUTION NO. 2016-21.**

Executive Session.

Commissioner Livingston moved to go into executive session pursuant to Wyoming State Statute 16-4-405 (a) (ix), seconded by Commissioner Hall and unanimously carried. No decisions were made in this session. Commissioner Hall moved to exit executive session, seconded by Commissioner Grosskopf and unanimously carried. Commissioner Hall moved to direct the Attorneys Office to pursue the direction discussed in executive session, seconded by Commissioner Livingston and unanimously carried.

Commissioner Hall made a motion to adjourn, Commissioner Tilden 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 Barrett on behalf of
Colleen Renner, County Clerk