

Park County Board of County Commissioners
Regular Meeting
Tuesday, October 17, 2017

Chairman Livingston called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, October 17, 2017. Present were Chairman Lee Livingston, Vice Chairman Loren Grosskopf, Commissioners Joe Tilden, Tim French, Jake Fulkerson, and Clerk Colleen Renner.

Dossie Overfield led the audience in the Pledge of Allegiance.

Action Items and Other Business:
Approve-Minutes

The minutes from October 3 and 10, 2017 were presented to the Board for approval. Commissioner Tilden moved to approve the minutes as presented, seconded by Commissioner French and motion carried.

Approve-Payroll

Payroll was presented in the amount of \$371,498.78 which included one bi-weekly and \$83,623.45 for the monthly payroll to the Board for approval. Commissioner French moved to approve payroll, seconded by Commissioner Grosskopf and motion carried.

Approve-Vouchers

The following vouchers were presented to the Board for approval. Commissioner Grosskopf moved to approve the vouchers as presented seconded by Commissioner French and motion carried:

<u>Payee</u>	<u>Amount</u>
360 OFFICE SOLUTIONS	\$811.19
ALBERTSONS - SAFEWAY	\$266.06
ALDRICH'S - POWELL	\$24.68
AT&T MOBILITY	\$181.27
B & B FLEET SERVICE	\$443.40
BAILEY ENTERPRISES, INC.	\$45.06
BAILEY ENTERPRISES, INC.	\$4,169.44
BEAR CO., INC.	\$4,957.68
BEARTOOTH ELECTRIC COOP	\$67.21
BIG BROTHERS BIG SISTERS OF NW WY	\$815.16
BIG HORN RURAL ELECTRIC COMPANY	\$309.58
BIG HORN WHOLESALE, INC.	\$1,988.93
BIG VALLEY BEARING & SUPPLY, INC.	\$125.63
BILLINGS GAZETTE, INC.	\$319.19
BLACK HILLS ENERGY	\$3,025.31
BRADFORD SUPPLY CO.	\$886.99
BRAZELTON, LILLIAN	\$113.42
BRUMBAUGH, EUGENE	\$20.00
C & C WELDING, INC.	\$164.68
CAROLINA SOFTWARE	\$500.00
CARPET HUT, LLC	\$588.43
CARQUEST AUTO PARTS - #064250	\$85.41
CDW GOVERNMENT, INC.	\$82.49
CENTURYLINK	\$2,485.25
CENTURYLINK BUSINES SERVICES	\$3.83
CHARTER COMMUNICATIONS	\$99.99
CHIEF SUPPLY/LAW ENFORCEMENT SUPPLY	\$598.99
CHILDREN'S RESOURCE CENTER	\$8,465.58
CHOICE AVIATION, LLC	\$71.36
CHRISTIE, LOGAN	\$139.10

CODY ACE HARDWARE	\$340.03
CODY ENTERPRISE	\$30.00
CODY ENTERPRISE	\$3,466.39
CODY PAINT & BODY, INC.	\$80.00
CODY WINNELSON CO.	\$10.55
CODY, CITY OF	\$2,658.62
COPENHAVER KATH KITCHEN & KOLPITCKE LLC	\$400.00
CORRECTIONAL HEALTHCARE COMPANIES, INC.	\$19,121.48
COULTER CAR CARE CENTER	\$62.50
CRUM ELECTRIC SUPPLY CO.	\$217.52
CUSTOM DELIVERY SERVICE, INC.	\$19.16
D & R ELECTRONICS	\$1,245.00
D&G ELECTRIC, LLC	\$390.00
ELLIOT RIVERS PUBLISHING CO.	\$300.00
ENGINEERING ASSOCIATES	\$5,683.97
FED EX	\$55.15
FULKERSON, JAKE	\$49.11
GALLS, LLC	\$823.40
GARLAND LIGHT & POWER CO.	\$1,009.51
GOODYEAR PRINTING	\$98.00
GRAINGER	\$390.52
GROSSKOPF, LOREN M	\$494.57
GUERTIN, ANDREW	\$33.44
HANSON CHEMICAL INC.	\$997.50
HEARTLAND PAPER COMPANY	\$645.60
HOLDER, BOBBIE JO	\$203.50
HOLIDAY INN CONVENTION CENTER	\$455.00
I-STATE TRUCK CENTER	\$194.07
KANE FUNERAL HOME	\$190.00
K-B COMMERCIAL PRODUCTS	\$997.10
KEEGAN, KRISJANSONS & MILES, PC	\$8,620.76
KINCHELOE PLUMBING & HEATING	\$382.42
KOIS BROTHERS EQUIPMENT COMPANY, INC.	\$124.55
L.A. SERVICES	\$801.14
LEON UNIFORM COMPANY, INC.	\$135.98
LINDENTHAL, PATRA	\$421.58
LINTONS BIG R, INC.	\$499.29
LOEPER, JESSICA	\$3,945.00
MAJESTIC LUBE, INC.	\$24.00
MARQUIS AWARDS & SPECIALTIES, INC	\$15.00
MCCARTY, REED, & EARHART, ATTYS L.C.	\$330.00
McINTOSH OIL, INC.	\$115.99
MEETEETSE, TOWN OF	\$121.70
MICKELSON, JOSEPH D	\$278.20
MOHLER, TYCEE JO	\$124.99
MONTANA PETERBILT, LLC	\$1,298.89
MONTANA-DAKOTA UTILITIES CO.	\$667.00
MORGENWECK, BARB	\$185.25
MOTOR PARTS, INC.	\$78.87
MURDOCH OIL, INC.	\$512.40
NAPA AUTO PARTS	\$89.48
NATIONAL BUSINESS SYSTEMS	\$7,500.00
NEMONT	\$48.23
NORCO, INC.	\$47.82
NORTHWEST COLLEGE	\$4,081.50
NORTHWEST SPECIALTY SALES CO., LLC	\$368.84
NORTHWEST WY FAMILY PLANNING	\$391.38
ODDE, HANS	\$652.68
OLSEN, RACHEL	\$375.51
O'REILLY AUTO PARTS - POWELL	\$20.77
PARK COUNTY TREASURER	\$951.00
PAVEMENT MAINTENANCE, INC.	\$16,200.00
PENNO, KAYE	\$190.00
PHILLIPS, CLINT	\$3,230.00
PITNEY BOWES, INC. - A/R	\$51.00
POJMAN, LEDA	\$27.82
POLEY, BARBARA	\$25.00
POST AND ASSOCIATES	\$400.00
POWELL ACE HARDWARE, LLC	\$225.78

POWELL TRIBUNE, INC.	\$50.00
POWELL TRIBUNE, INC.	\$1,514.59
QUILL CORPORATION	\$56.91
RAPID FIRE PROTECTION, INC	\$455.00
RENNER, COLLEEN	\$430.62
ROCKY MOUNTAIN POWER	\$337.13
SANOFI PASTEUR, INC	\$335.22
SHOSHONE OFFICE SUPPLY, INC.	\$465.41
SKORIC, BRYAN	\$420.51
SOLID WASTE ASSOC. OF NORTH AMERICA	\$212.00
SPECIAL OPERATIONS GROUP	\$600.00
STROUPE PEST CONTROL, CO.	\$185.00
SYSCO FOOD SERVICES OF MONTANA	\$14,574.38
THOMPSON REUTERS - WEST	\$678.37
TRIPLE L SALES	\$238.65
TYLER TECHNOLOGIES, INC.	\$3,500.00
UNIVERSITY OF WY - ADMIN BUSINESS OFFICE	\$5,035.50
VARDIMAN, JEREMIAH	\$733.14
VISA - #0068 - B. POLEY	\$973.64
VISA - #0100 - B. SKORIC	\$479.96
VISA - #0118 - P. MEYER	\$1,246.01
VISA - #0191 - L. LIVINGSTON	\$1,283.35
VISA - #0225 - W.E. CRAMPTON	\$53.50
VISA - #9358 - T. WADDELL	\$212.68
VISA - #9408 - B. EDWARDS	\$23.56
VISA - #9507 - C. RENNER	\$13,259.00
VISA - #9515 - P. LINDENTHAL	\$469.36
VISA - #9689 - M. CONNERS	\$838.40
VISA - #9721 - M. GARZA	\$473.95
VISA - #9754 - T. BARRETT	\$1,269.21
VISA - #9762 - S. STEWARD	\$8,430.18
WALSH - GAFFIELD, NICOLE	\$32.53
WHITE INK, LLC	\$12.25
WIRELESS ADVANCED COMMUNICATIONS, INC.	\$96.00
WOODWARD TRACTOR & RENTAL, INC	\$7.40
WPCI CONSULTANTS, INC.	\$117.00
WY OFFICE OF STATE LANDS AND INVESTMENTS	\$2,535,303.87
WYDOT - FINANCIAL SERVICES	\$79,976.01
WYOMING BEHAVIORAL INSTITUTE	\$2,740.00
WYOMING DEPARTMENT OF EMPLOYMENT	\$169.73
WYOMING STATE 4-H FOUNDATION	\$100.00
WYOMING STATE BAR	\$1,307.50
WYOMING WATER WORKS	\$174.50
WYOMING WINDOW CLEANING	\$2,236.00
YANKEE CAR WASH	\$105.00
YATES, LORI	\$30.00
TOTAL	\$2,807,319.84

Approve-Monthly Earnings and Collections.

The monthly earnings and collection statements for the Clerk, Clerk of District Court, and Sheriff were presented for approval. Commissioner Tilden moved to approve, seconded by Commissioner Fulkerson and motion carried.

Approve and allow the Chairman to sign Quarter 4 Federal Fiscal Year 17 Temporary Assistance to Needy Families/Community Partnership Initiative (TANF/CPI) Reports & Voucher (Nicholle Gerharter, Executive Assistant)

Ms. Gerharter presented the final fourth quarter payment to the board for approval in the amount of \$18,511.83. Commissioner Grosskopf made a motion to approve and allow the chair to sign, Commissioner Tilden seconded and motion carried.

Request permission to travel out of state (Teecee Barrett, Events Coordinator)

Ms. Barrett requested permission to travel to Rocky Mountain Association of Fairs, November 8-11 in Colorado Springs for herself and her assistant. She also requested travel to Las Vegas for the International Association of Fairs November 25-30. The travel amount is covered in her budget. Commissioner French made a motion to approve travel for these two events, Commissioner Grosskopf seconded and motion carried.

Teecee Barrett, Events Coordinator and Joe Bridges, Chairman of the Junior Livestock Sale Committee – RE: Update on sale barn project

Ms. Barrett and Mr. Bridges thanked the Board for their support on this special project. Generous community assistance helped complete the project. Commissioner French commented on the safety concerns, which prompted this project. Commissioner Grosskopf commented on how the community responded in getting this completed. Mr. Bridges also thanked the Board for hiring Ms. Barrett and how much they appreciate working with her.

Break

Kim Dillivan, Planner II – RE: Hawley SS-247, Final Plat Review

Mr. Dillivan presented for approval the final plat application of Melvin and Peggy Hawley to create a two-lot simple subdivision, with proposed Lot 1 being 3.33 acres and proposed Lot 2 being 2.19 acres, with a remainder parcel of 51.41 acres. Both lots will be for single family residential use. This parcel is located 1 mile northeast of Ralston surrounded by agriculture and residential land. The proposed subdivision is located within the Shoshone Irrigation District. Applicant must submit irrigation distribution plan to State Engineer before final plat approval. The applicant shall provide all easements as requested by applicable utilities and special districts, Irrigation Districts, or public agencies providing the service. The width of any utility easement shall be sufficient to allow adequate maintenance of the system, but in no case less than 20 feet in width. Access and easements must be identified on the final plat. An access agreement that provides legally enforceable access from Lot 2 to County Road 13 must be approved prior to the final plat review. No public comments have been received.

Commissioner French made a motion to approve the final plat review with the stipulations stated, Commissioner Fulkerson seconded, and motion carried.
RESOLUTION 2017-44

Kim Dillivan, Planner II – RE: Smith SS-248, Final Plat Review

Mr. Dillivan presented for approval the final plat application of William and Susan Smith to create a two-lot simple subdivision, with proposed Lot 1 being 5.83 acres and proposed Lot 2 being 11.71 acres. Both lots will be for single family residential use. This parcel is approximately 6 miles southwest of Cody. Parcel is directly northeast of the intersection of Road 6SS and Diamond Basin Road (Road 6UU). The proposed subdivision is located within the Lakeview Irrigation District. Applicant must submit irrigation distribution plan to State Engineer before final plat approval. The applicant shall provide all easements as requested by applicable utilities and special districts, Irrigation Districts, or public agencies providing the service. The width of any utility easement shall be sufficient to allow adequate maintenance of the system, but in no case less than 20 feet in width. Access and easements must be identified on the final plat. No public comments have been received. Lyle Casciato with Engineering Associates addressed the waste water issue and stated it is currently irrigated with wheel line.

Commissioner Fulkerson made a motion to approve the final plat review with the stipulations stated, Commissioner Tilden seconded and motion carried.
RESOLUTION 2017-45

Kim Dillivan, Planner II RE: - Umphlett MS-24, final plat review

Mr. Dillivan presented for approval the final plat application of Justin Umphlett to create a three-lot minor subdivision with proposed Lot 1 being 4.69

acres, proposed Lot 2 being 3.03 acres and proposed Lot 3 being 32.74 acres; all for single family residential use. The 40.46 parcel is approximately 3 miles east of Cody city limits and north of the Greybull Highway. Mr. Umphlett stated they are working with Rocky Mountain Power on placing power adjacent to Lot 2 and will come with a right of way easement. The applicant shall provide all easements as requested by applicable utilities and special districts, Irrigation Districts, or public agencies providing the service. The width of any utility easement shall be sufficient to allow adequate maintenance of the system, but in no case less than 20 feet in width. Access and easements must be identified on the final plat. The developer must supply electricity adjacent to Lot 2 before Chairman signs final plat, and before final plat is recorded.

Commissioner Fulkerson made a motion to approve the final plat review with the amended language for utilities, Commissioner French seconded and motion carried. **RESOLUTION 2017-46**

Barb Poley, Park County Treasurer – RE: Certificate of Deposit (CD) accounts

Treasurer Poley reported that she has begun working with Peaks Investments and Wyoming Government Investment Fund (WGIF) on investing the county's money in CDs that will mature at staggering time frames and offset the fees the county pays. These funds are all FDIC insured. The length of the CD determines the percent of interest earned. Ms. Poley estimates Park County could possibly earn an additional \$100,000 in revenue through this process. Commissioners commended her on the work she has put in on this project and suggested she consider a guidance document

Bill Crampton, Public Health Nurse Manager & Kimball Croft, Public Health Emergency Response Coordinator – RE: Public Health monthly update; introduce Kimball Croft; presentation of duties

Mr. Crampton provided a monthly update. The process has started for hiring a new grant nurse and flu clinics are underway or have been completed in Powell, Cody, Meeteetse and Clark.

Mr. Croft introduced himself to the Board, reported on the mission of the Public Health Response Coordinator, and gave a program overview. This program is a joint venture between Center of Disease Control, Wyoming Department of Health, the Public Health Emergency Preparedness Program, and Public Health Nursing.

Bob Smith, President, Park County Museum Board – RE: Request permission to hire replacement employee

Mr. Smith introduced Terry Hinkle, Treasurer for the Park County Museum Board. Currently, the position pays \$8.42 and the request is for permission to hire at \$10.00. Their overall budget will be affected. Commissioner Tilden wanted clarification that the rate would not exceed \$10.00. Commissioner Fulkerson made a motion to approve the hiring at a rate not to exceed \$10.00 an hour for the 20-hour position, Commissioner Grosskopf seconded, Commissioner French voted Nay and motion carried.

Executive Session.

Commissioner Fulkerson moved to go into executive session pursuant to Wyoming State Statute § 16-4-405 (a) (ix), seconded by Commissioner Grosskopf and unanimously carried. Commissioner Tilden moved to come out of executive session, seconded by Commissioner Grosskopf and unanimously carried. There were no decisions made in this session.

Recognize service of Jeremy Quist, Assistant County Engineer

Commissioners all stated that Mr. Quist has been an asset to Park County and has been a great employee that will be missed.

Adjourn.

Commissioner Tilden made a motion to adjourn, Commissioner French seconded and the motion carried.

Lee Livingston, Chairman

Loren Grosskopf, Vice Chairman

Joseph E. Tilden, Commissioner

Tim A. French, Commissioner

Jake Fulkerson, Commissioner

Attest:

Colleen Renner, County Clerk