

**Park County Board of County Commissioners**  
**Regular Meeting**  
**February 7, 2017**

Chairman Livingston called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, February 7, 2017. Present were Chairman Lee Livingston, Vice Chairman Loren Grosskopf, Commissioners Joe Tilden, Tim French, Jake Fulkerson, and County Clerk Colleen Renner.

Commissioner Fulkerson led the audience in the Pledge of Allegiance.

**Approve-Minutes**

The minutes from January 17, 2017 were presented to the Board for approval. Commissioner Tilden moved to approve the minutes as presented, seconded by Commissioner Grosskopf and motion carried.

**Approve-Payroll**

Payroll was presented to the Board for approval. Commissioner French moved to approve payroll, seconded by Commissioner Tilden 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 Tilden and motion carried:

<u>Payee</u>	<u>Amount</u>
360 OFFICE SOLUTIONS	\$623.50
A & I DISTRIBUTORS	\$854.25
ACE INDUSTRIAL SUPPLY, INC.	\$245.00
ALBERTSONS - SAFEWAY	\$187.79
AT&T MOBILITY	\$941.44
BEAR CO., INC.	\$368.00
BIG HORN CARPET ONE, INC.	\$63.00
BIG HORN WHOLESALE, INC.	\$7,019.17
BIG VALLEY BEARING & SUPPLY, INC.	\$13.13
BLACK HILLS ENERGY	\$6,700.57
BLAIR'S MARKET	\$24.99
BLAKEMAN PROPANE, INC.	\$1,723.34
BLATT, TIMOTHY J.	\$238.46
BLOEDORN LUMBER - POWELL	\$10.47
BOB BARKER COMPANY	\$1,368.81
BRUCO, INC.	\$241.67
BUDGET BLINDS	\$393.00
CARQUEST AUTO PARTS - #274890	\$42.58
CDW GOVERNMENT, INC.	\$3,807.57
CENTURYLINK	\$8,713.56
CENTURYLINK BUSINES SERVICES	\$38.82
CHARTER COMMUNICATIONS	\$368.53
CHOICE AVIATION, LLC	\$98.78
CODY ACE HARDWARE	\$504.69
CODY OVERHEAD DOOR CO.,LLC	\$129.00
CODY WINNELSON CO.	\$92.46
CODY, CITY OF	\$19,154.55
CORRECTIONAL HEALTHCARE COMPANIES, INC.	\$874.94
CRUM ELECTRIC SUPPLY CO.	\$163.34
CUSTOM AIR, INC.	\$190.00
D&G ELECTRIC, LLC	\$985.47
DE HAAN ELECTRONICS	\$487.50
DELL MARKETING L.P., C/O DELL USA L.P.	\$1,324.93
FASTENAL	\$467.35
FREMONT MOTOR CODY, INC.	\$475.44
FULKERSON, JAKE	\$53.16
GARY'S VACUUM & STAMPS	\$231.30
GOODYEAR PRINTING	\$399.00

GRAINGER	\$595.04
HEARTLAND PAPER COMPANY	\$563.40
HONNEN EQUIPMENT CO.	\$11,441.01
IVERSON SANITATION	\$265.00
J.C. REPAIR, INC.	\$4,629.60
JACKS TRUCK & EQUIPMENT, INC.	\$511.11
K-B COMMERCIAL PRODUCTS	\$1,678.23
KENCO SECURITY AND TECHNOLOGY	\$341.75
KLEIN-CO, INC	\$3,644.90
KUIPERS, TARA	\$100.00
LABELMASTER	\$212.25
LINDENTHAL, PATRA	\$234.33
LINTONS BIG R, INC.	\$230.91
LITTLE AMERICA	\$751.00
LOEPER, JESSICA	\$3,390.00
LONG BUILDING TECHNOLOGIES, INC.	\$222.32
MAJESTIC LUBE, INC.	\$74.95
MOHLER, TYCEE JO	\$215.67
MONTANA-DAKOTA UTILITIES CO.	\$626.38
MOTOR PARTS, INC.	\$143.13
NATIONAL BUSINESS SYSTEMS	\$549.80
NEMONT	\$50.15
NEWMAN TRAFFIC SIGNS, INC	\$447.97
NORCO, INC.	\$289.67
NORTHWEST RURAL WATER DISTRICT	\$78.40
ODDE, HANS	\$105.12
OFFICE SHOP, THE	\$62.40
PARK COUNTY TREASURER	\$1,072.77
PITNEY BOWES - RESERVE ACCOUNT	\$15,000.00
PITNEY BOWES, INC. - A/R	\$96.00
POLECAT PRINTERY	\$39.00
POWELL ACE HARDWARE, LLC	\$218.05
POWELL LOCK	\$620.00
POWELL TRIBUNE, INC.	\$971.68
POWELL, CITY OF	\$6,316.39
PRO-BUILD - CODY	\$3,538.08
QUALITY PROPANE SERVICE, INC.	\$86.56
RED BARN	\$33.75
REED, DARLENE	\$27.82
RIMROCK TIRE CO - CODY	\$923.57
ROCKY MOUNTAIN POWER	\$2,427.82
ROGER'S SPORT CENTER	\$19.69
SAFARILAND, LLC	\$167.68
SANOFI PASTEUR, INC	\$532.09
SHERWIN-WILLIAMS STORE - CODY	\$172.18
SHOSHONE OFFICE SUPPLY, INC.	\$449.24
STOTZ EQUIPMENT	\$787.07
STROUPE PEST CONTROL, CO.	\$95.00
SUN RIDGE SYSTEMS, INC.	\$2,360.00
SYSCO FOOD SERVICES OF MONTANA	\$4,040.30
TCT WEST, INC	\$7,871.30
THOMPSON REUTERS - WEST	\$658.61
TITAN MACHINERY	\$2,162.49
TRACTOR & EQUIPMENT CO	\$902.54
TRI STATE TRUCK & EQUIP, INC	\$424.69
TUCKER, NICHELLE	\$145.53
TYLER TECHNOLOGIES, INC.	\$420.00
UPS STORE, THE	\$16.34
VARDIMAN, JEREMIAH	\$690.37
VERIZON WIRELESS	\$71.29
VERIZON WIRELESS	\$50.04
VERIZON WIRELESS	\$316.16
VERIZON WIRELESS	\$25.92
VISIONARY COMMUNICATIONS, INC.	\$78.30
WAGGONER, KIRK	\$32.20
WAL MART COMMUNITY/GEMB	\$777.37
WALMART COMMUNITY/GEMB	\$38.11
WHITLOCK MOTORS	\$51.36
WYDOT - FINANCIAL SERVICES	\$2,554.88
WYOMING DEPARTMENT OF EMPLOYMENT	\$179.94
WYOMING DEPARTMENT OF HEALTH	\$39,240.27
WYOMING DEPT. OF WORKFORCE SERVICES	\$1,014.79

WYOMING INFORMATION TECHNOLOGY DIV

\$34.59

TOTAL

\$188,825.88

### **Dale Hobby - Discuss Internal Promotion**

Dale Hobby is recommending that Delray Jones be promoted to the position vacated by retirement. Dale recommended Grade 17 Step 4 at \$21.49 with the added responsibilities verbally discussed. Commissioner French moved to promote Delray Jones to this new position, Commissioner Tilden seconded and motion carried.

### **Events Coordinator – Discuss filling custodial position (Teecee Barrett and Mike Garza, Building and Grounds)**

Teecee Barrett made a recommendation to move the employee in the current 10 hour position to the 25 hour position. She would like the 10 hour position to remain in the budget at this time. Commissioner Fulkerson made a motion to accept the shift in position Commissioner Grosskopf seconded and motion carried.

### **Discuss donating additional sick time (Mike Garza, Building and Grounds)**

An employee had surgery and has used all the donated sick time that was allotted to them. They have a relative that works for the county that would like to donate but this needs to have approval from the commission. Commissioner Fulkerson made a motion to accept allowing the relative to donate 40 hours of his sick leave, Commissioner Tilden seconded and motion carried.

### **Discuss possible Merit sublease (Mike Garza, Building and Grounds)**

This has been postponed until further research and contact with the County Attorney can be made.

### **Approve and sign Marathon Oil Consent to Assign Lease Agreement dated 7/1/2016 from Board of County Commissioner Park County, WY to Marathon Oil Company (Nicholle Gerharter, Commissioners Exec. Assistant)**

Commissioner Fulkerson made a motion to allow Marathon to sign over to Merit their space in the Park County Complex, Commissioner Tilden seconded and motion carried.

### **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 French moved to approve the collections reports as presented, seconded by Commissioner Tilden, motion carried.

### **Request to hire replacement in Elections Office (Colleen Renner, County Clerk)**

Request to fill the position in the Elections Department. Position would remain the same grade and step or one step less. Commissioner Fulkerson made a motion to allow the election position to be filled at the same rate or lower pay rate of the previous employee, Commissioner Grosskopf seconded. Commissioner French was opposed, motion carried.

### **Request to hire four positions: Detention Deputy, current vacancy; Detention Deputy, upcoming vacancy; Patrol Deputy, vacancy; Patrol Deputy, perceived vacancy (Scott A. Steward, Sheriff)**

There are currently two openings and soon to be two more openings within the Sheriff's department. Sheriff Steward may have someone from Detention apply and then that would create an opening in that department. Sheriff Steward would like the ability to advertise and fill positions. Commissioner Fulkerson would like to know what the difference between the City and County pay is for the law enforcement officers. Commissioner Grosskopf made a motion to advertise for the 4 positions, Commissioner French seconded and motion carried.

**Approve & Allow the Chairman to sign Malt Beverage Permit for Cowboy Bar at Sunshine Fishing Tournament February 11-12 (Hans Odde, First Deputy Clerk)**

Cowboy Bar is requesting a two-day malt beverage permit. Commissioner Tilden made a motion to allow their two-day malt beverage permit, Commissioner French seconded and motion carried.

**Randy Watts - Heart Mountain Irrigation District (HMID) - RE: Discuss Road 2ABW, access to Rattlesnake liner on Heart Mountain Canal, and upcoming repairs for 2018-2020 construction years**

Randy Watts along with Ian Morrison of Engineering Associates gave an update on the replacement of liner on the canal in the 2018-19 construction season. In the initial study there was no funding for this year, however the district has applied for funding with Wyoming Water Development Commission for replacement of the liner. If approved, work will begin on County Road 2ABW to make it passable for traffic, equipment and emergency services. The county will do more research and create a right of way permit that meets county standards and the county engineer's expectations and approval. There have been no conversations with County Attorney yet. County Engineer, Brian Edwards is willing to work with the district and the Commissioners have advised them to move forward.

**Barb Poley, Treasurer - RE: Banking depository approval (Wyoming Government Investment Fund)**

Treasurer Barb Poley came before the board requesting to add Wyoming Government Investment Fund to the list of depositories for the county. Commissioner Grosskopf made a motion to approve Commissioner Fulkerson seconded and motion carried.

**Larry French, Big Horn Basin Farmer's Market -- RE: Move Farmer's Market to Complex**

Mr. French introduced Bridgett Gallagher who is also a member of the board for the farmers market. Together they requested permission to move the market back to the County Complex. The market has grown a lot in past few years and has 30-32 vendors. After moving to the museum parking lot they found it did not work out well and would now like to be back at the Complex. They would like to post their large sign on the Complex property for the whole season and put the bread boards out the day of the event, every Thursday. After more discussion Commissioner Fulkerson made a motion to approve their request to move the Farmers Market back to the southwest corner of the County Complex Parking Lot. Commissioner Grosskopf seconded and motion carried. The Market will need to get in touch with the Events Department to see what the charge will be to use the facility.

**Commissioners -- RE: Liaison Reports: Shoshone National Forest and Legislative Update**

Commissioner Grosskopf updated the commission on the Shoshone National Forest and their efforts in working on compliance within the Forest. The working group completed a 15 to 20 page report. There are 3 things that Commissioner Grosskopf thinks are important to iterate:

1 - Within the road system there needs to be consistency with the signs and emblems.

2 - Roads that are not on their official map would be eligible for inclusion. The list will be talked about at travel management with the new district supervisor.

3 - Work to improve website.

Travel management implementation comments revolved around a new minimum roads mandate. Due to litigation this mandate will probably delay further implementation of travel management for about one year.

Commissioner Grosskopf made a motion to draft a letter to the Shoshone National Forest office stating the commissioner's support for a candidate with specific multiple use attributes to replace the present supervisor Joe Alexander. Commissioner Tilden seconded, motion carried and the draft letter will be sent to all commissioners for comment.

The Health & Wellness Committee discussed the ACA requirements regarding transgender coverage with the consultant, Eric Deeg. Other information regarding having Air Med being offered to all county employees but not as a payroll deduction was presented.

Forward Cody banquet was attended by Governor Mead. The expansion of Cody Labs will begin this spring on Road 2AB. This was made possible through the State of Wyoming's loan process.

Commissioner Fulkerson and Grosskopf participated in the WCCA bill review committee during their week in Cheyenne for legislature. Clickers were given out to commissioners so they could vote and Wyoming County Commissioners Association (WCCA) could quickly decide if there was support for or against a bill. Thirty bills are currently being supported by the WCCA.

Commissioner Livingston updated all on HB253 – large loan fund which originated when Cody Labs wanted to come to Cody. This bill is not a grant. It is a loan and the entity who receives the monies pays a 3% loan fee at 1% interest. Three counties received these monies in the past, Park, Campbell and Laramie and each received/applied for a five million dollar minimum. Local banks have written letters of support as this has a very positive economic impact brought to their communities.

### **Commissioners - RE: Consider lease proposal – McCarty, Reed & Earhart, Attorneys at Law, LC**

Commissioners discussed the lease and would like leases to remain consistent for all entities. The Park County Attorney's office has reviewed the lease and given approval. Commissioner French questioned why there is a provision in the lease if the county sells the building they have 90 days to vacate. Ms. Reed would like the option of first right of refusal if adjacent space becomes available. Commissioner Fulkerson made a motion to sign the revised lease, Commissioner Tilden seconded, motion carried.

### **Executive Session**

Commissioner Grosskopf moved to enter into executive session pursuant to Wyoming State Statute 16-4-405(a) (ii), seconded by Commissioner Fulkerson and unanimously carried. Commissioner French moved to come out of executive session, seconded by Commissioner Tilden, motion carried. No decisions were made in or as a result of this executive session.

### **Noon Break for Lunch**

**Commissioners - RE: Request to advertise Park County Predator Management Advisory Board member**  
**Request to advertise Park County Travel Council member**  
**Request to advertise Fair Board vacancy**

Nicholle Gerharter, Executive Assistant came before the board requesting permission to advertise for new board members in both local papers on February 14 and 21, and 2 weeks in the Meeteetse bulletin. The application deadline will be February 23 for the positions listed above. Commissioner Grosskopf made a motion to approve the advertising schedule for the boards Commissioner Tilden seconded, motion carried.

**Tycee Mohler, County Coordinator/Department Head for UW Extension in Park County - RE: Introduction and Request to Hire Receptionist (replacement)**

Tara Kuipers is no longer with UW Extension and Ms. Mohler will assume the role of communication within the office. Rachel Vardiman will be leaving on February 17; Mohler requested permission to fill this position. Commissioner Grosskopf asked if they would have someone join the Health and Wellness Committee. Ms. Mohler will see if Rachael Olson from the Powell office could call in during those meetings. Commissioner Fulkerson made a motion to approve request for UW Extension to refill the position, Commissioner Tilden seconded, motion carried.

Commission Chairman Livingston added an agenda item regarding a letter received on the proposed naming of an unnamed peak in Yellowstone National Park. After discussion Commissioner French made a motion to write a letter to the State Engineer's Office opposing naming the peak Mt. Grinnell, Commissioner Tilden seconded, motion carried.

**Adjourn.**

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

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Lee Livingston, Chairman

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Loren Grosskopf, Vice Chairman

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Joseph E. Tilden, Commissioner

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Tim A. French, Commissioner

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Jake Fulkerson, Commissioner

Attest:

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Colleen Renner, County Clerk