

Park County Board of County Commissioners
Regular Meeting
Tuesday, April 18, 2017

Chairman Livingston called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, April 10, 2017. Present were Chairman Lee Livingston, Commissioners Joe Tilden, Tim French, Jake Fulkerson, and Clerk Colleen Renner. Vice Chairman Loren Grosskopf was absent.

Commissioner Fulkerson led the audience in the Pledge of Allegiance.

Action Items and Other Business:
Approve-Minutes

The minutes from April 4 and 11 were presented to the Board for approval. Commissioner Tilden moved to approve the minutes as presented, seconded by Commissioner Fulkerson and motion carried.

Approve-Payroll

Payroll was presented in the amount of \$369,032.39 which included one bi-weekly and the monthly payroll 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 Tilden moved to approve the vouchers as presented seconded by Commissioner Fulkerson and motion carried:

| <u>Payee</u> | <u>Amount</u> |
|------------------------------------|---------------|
| 360 OFFICE SOLUTIONS | \$1,083.58 |
| ALDRICH'S - POWELL | \$126.11 |
| ANDERSON MASONRY, LLC | \$2,035.59 |
| AT CONFERENCE | \$64.48 |
| AT&T MOBILITY | \$205.23 |
| BAILEY ENTERPRISES, INC. | \$408.85 |
| BAILEY ENTERPRISES, INC. | \$98.08 |
| BAILEY ENTERPRISES, INC. | \$3,597.47 |
| BEAR CO., INC. | \$3,495.54 |
| BEARTOOTH ELECTRIC COOP | \$71.81 |
| BIG BROTHERS BIG SISTERS OF NW WY | \$1,930.04 |
| BIG HORN CARPET ONE, INC. | \$201.00 |
| BIG HORN ROOFING, INC. | \$248.00 |
| BIG HORN RURAL ELECTRIC COMPANY | \$290.27 |
| BIG HORN WHOLESALE, INC. | \$4,200.14 |
| BIG VALLEY BEARING & SUPPLY, INC. | \$323.19 |
| BLACK HILLS ENERGY | \$5,310.48 |
| BLAIR'S MARKET | \$17.64 |
| BLATT, TIMOTHY J. | \$292.74 |
| BLOEDORN LUMBER - POWELL | \$109.40 |
| BOBCAT OF THE BIG HORN BASIN, INC. | \$215.00 |
| BOYS & GIRLS CLUB OF PARK CO. | \$3,283.20 |
| BOYS & GIRLS CLUB OF PARK CO. | \$7,063.01 |
| CARING FOR POWELL ANIMALS | \$875.52 |
| CAROLINA SOFTWARE | \$614.70 |
| CARQUEST AUTO PARTS - #064250 | \$1,216.36 |
| CARQUEST AUTO PARTS - #274890 | \$54.13 |
| CDW GOVERNMENT, INC. | \$8,559.70 |
| CENTURYLINK BUSINESS SERVICES | \$24.93 |
| CHARTER COMMUNICATIONS | \$92.99 |
| CHOICE AVIATION, LLC | \$60.67 |

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| CODY ACE HARDWARE | \$324.46 |
| CODY COUNCIL ON AGING | \$11,856.00 |
| CODY ENTERPRISE | \$2,831.64 |
| CODY SHOOTING COMPLEX | \$4,000.00 |
| CODY WINNELSON CO. | \$13.30 |
| CODY YELLOWSTONE AIR | \$6,566.40 |
| CODY, CITY OF | \$1,094.40 |
| CODY, CITY OF | \$2,417.68 |
| COOKS CORRECTIONAL | \$42.49 |
| COPENHAVER KATH KITCHEN & KOLPITCKE LLC | \$400.00 |
| CORRECTIONAL HEALTHCARE COMPANIES, INC. | \$21,208.07 |
| CRISIS INTERVENTION SERVICES | \$3,064.32 |
| CROFT, KIMBALL | \$252.52 |
| CRUM ELECTRIC SUPPLY CO. | \$57.96 |
| D&G ELECTRIC, LLC | \$391.92 |
| DATA IMAGING SYSTEMS, INC. | \$182.17 |
| DE HAAN ELECTRONICS | \$151.75 |
| DLT SOLUTIONS, INC. | \$1,046.37 |
| FORWARD CODY WYOMING, INC. | \$4,377.60 |
| FRANNIE, TOWN OF | \$24.00 |
| FREMONT MOTOR CODY, INC. | \$92.18 |
| GALLS, LLC | \$9.99 |
| GARLAND LIGHT & POWER CO. | \$1,331.95 |
| GENERAL CREDIT FORMS, INC. | \$64.66 |
| GRAINGER | \$653.14 |
| GROSSKOPF, LOREN M | \$732.49 |
| GUERTIN, ANDREW | \$115.34 |
| HURRICANE CARPET & FURNITURE CLEANING | \$1,184.00 |
| INREACH, INC. | \$500.00 |
| INTERSTATE BATTERIES | \$453.80 |
| INTERSTATE TIRE SERV. INC | \$315.00 |
| IVERSON SANITATION | \$50.00 |
| KANE FUNERAL HOME | \$190.00 |
| KEEGAN, KRISJANSONS & MILES, PC | \$9,397.11 |
| KEELE SANITATION | \$1,615.00 |
| KENCO SECURITY AND TECHNOLOGY | \$105.00 |
| LAIR, CLAUDIA | \$55.64 |
| LINTONS BIG R, INC. | \$506.16 |
| MAJESTIC LUBE, INC. | \$87.95 |
| MANNAHOUSE | \$2,123.14 |
| MCBROOM, MATTHEW A. | \$62.06 |
| MCCARTY, REED, & EARHART, ATTYS L.C. | \$310.00 |
| McINTOSH OIL, INC. | \$6,049.04 |
| McKESSON MEDICAL SURGICAL | \$1,503.03 |
| MEETEETSE SENIOR CENTER | \$2,508.00 |
| MEETEETSE VISITOR CENTER | \$2,188.80 |
| MEETEETSE, TOWN OF | \$218.88 |
| MEETEETSE, TOWN OF | \$241.57 |
| MERCK SHARP & DOHME CORP. | \$2,019.35 |
| MESSENGER & OVERFIELD, P.C. | \$154.90 |
| MICKELSON, JOSEPH D | \$278.20 |
| MIKE ROBINSON LLC | \$2,024.49 |
| MONTANA-DAKOTA UTILITIES CO. | \$1,873.20 |
| MOTOR PARTS, INC. | \$137.09 |
| MOUNTAIN CONSTRUCTION COMPANY | \$9,454.09 |
| MURDOCH OIL, INC. | \$23,095.20 |
| NAPA AUTO PARTS | \$16.79 |
| NATIONAL PUBLIC SAFETY INFORMATION BUREAU | \$149.00 |
| NATRONA COUNTY LEGAL DEPARTMENT | \$5,295.00 |
| NETWORK INNOVATIONS | \$1,890.00 |
| NORCO, INC. | \$24.30 |
| NORTHWEST COLLEGE | \$8,130.00 |
| NORTHWEST WY FAMILY PLANNING | \$1,174.14 |
| OFFICE SHOP, THE | \$47.68 |
| O'REILLY AUTO PARTS | \$25.16 |
| PALMER, ANDREW | \$85.00 |
| PARK CO COURT SUPERVISED TREATMENT PROG | \$9,147.74 |

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| PARK COUNTY 4-H COUNCIL | \$2,736.00 |
| PARK COUNTY ANIMAL SHELTER | \$2,626.56 |
| PEAK ENVIRONMENTAL MGT., INC. | \$6,345.28 |
| PENNO, KAYE | \$190.00 |
| PENWELL, STEVE | \$69.93 |
| PILCH ENGINEERING INC., PC | \$3,080.00 |
| POSTMASTER, CODY WY | \$262.00 |
| POWELL ACE HARDWARE, LLC | \$56.10 |
| POWELL ECONOMIC PARTNERSHIP, INC. | \$3,501.94 |
| POWELL SENIOR CITIZENS AGO-GO, INC | \$11,856.00 |
| POWELL TRIBUNE, INC. | \$2,530.11 |
| POWELL VALLEY RECYCLING | \$1,751.04 |
| POWELL WELDING AND INDUSTRIAL SUPPLY LLC | \$47.40 |
| PRESENTATION SOLUTIONS, INC. | \$275.43 |
| PRO-BUILD - CODY | \$215.31 |
| PRODUCTION MACHINE CORP. | \$121.97 |
| RIMROCK TIRE CO - CODY | \$227.36 |
| ROCKY MOUNTAIN POWER | \$435.30 |
| SANOFI PASTEUR, INC | \$329.08 |
| SELBYS, INC. | \$80.34 |
| SHOSHONE OFFICE SUPPLY, INC. | \$685.38 |
| SIMPSON, KEPLER & EDWARDS, LLC | \$30.00 |
| STROUPE PEST CONTROL, CO. | \$530.00 |
| SYSCO FOOD SERVICES OF MONTANA | \$1,063.14 |
| THOMPSON REUTERS - WEST | \$737.61 |
| TITAN MACHINERY | \$544.80 |
| TRACKER SOFTWARE CORP. | \$3,962.00 |
| TRACTOR & EQUIPMENT CO | \$581.48 |
| TRIPLE L SALES | \$5.73 |
| UPS STORE, THE | \$0.20 |
| VILOS, BRANDEN S. | \$27.82 |
| VISA - #0068 - B. POLEY | \$188.44 |
| VISA - #0118 - P. MEYER | \$158.18 |
| VISA - #0191 - L. LIVINGSTON | \$302.68 |
| VISA - #0225 - W.E. CRAMPTON | \$951.20 |
| VISA - #9408 - B. EDWARDS | \$558.35 |
| VISA - #9515 - P. LINDENTHAL | \$12.35 |
| VISA - #9630 - T. POWER | \$194.34 |
| VISA - #9689 - M. CONNERS | \$1,193.21 |
| VISA - #9721 - M. GARZA | \$416.14 |
| VISA - #9754 - T. BARRETT | \$181.81 |
| VISA - #9762 - S. STEWARD | \$6,591.86 |
| WALSH - GAFFIELD, NICOLE | \$45.59 |
| WHITE INK, LLC | \$173.55 |
| WPCI CONSULTANTS, INC. | \$130.50 |
| WYOMING DEPARTMENT OF EMPLOYMENT | \$185.11 |
| WYOMING STATE PUBLIC DEFENDER | \$1,200.00 |
| WYOMING WATER WORKS | \$215.00 |
| WYOMING WINDOW CLEANING | \$224.50 |
| YANKEE CAR WASH | \$121.00 |
| YELLOWSTONE BEHAVIORAL HEALTH | \$9,849.60 |
| YELLOWSTONE COUNTRY ASSISTANCE NETWORK | \$15.07 |
| YELLOWSTONE REGIONAL AIRPORT | \$32,229.00 |
| TOTAL | \$304,200.95 |

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 French and motion carried.

Approve and allow Chairman to sign Federal Fiscal Year 2018 Temporary Assistance for Needy Families Community Partnership Initiative (TANF/CPI) grant application; \$66,450.08 (Nicholle Gerharter, Executive Assistant)

Applications from five organizations were presented for funds in the upcoming TANF/CPI grant year. These organizations are who applied: Big Brothers Big Sisters of Northwest Wyoming; Crisis Intervention Services; Northwest College; Northwest Wyoming Family Planning; Youth Clubs of Park County. Commissioner French made a motion to approve these applications and allow the chair to sign, Commissioner Tilden seconded, and motion carried.

Approve and allow the Chairman to sign FFY17 Q2 TANF/CPI report & invoice; \$22,466.18 (Nicholle Gerharter, Executive Assistant)

Ms. Gerharter presented to the board the request from seven agencies for the second quarter reimbursement. Commissioner Tilden made a motion to allow payment, Commissioner French seconded, and motion carried.

Approve/sign lease renewal; Wyoming Department of Transportation (WYDOT) (Nicholle Gerharter, Executive Assistant)

WYDOT has agreed to a one year lease for their space in the Complex at the annual rate of \$13,083.03. Commissioner Fulkerson made a motion to accept the lease agreement, Commissioner French seconded, and motion carried.

Approve/sign lease amendment, adjust expiration year; American Legion (Nicholle Gerharter, Executive Assistant)

The American Legion leases the building from Park County but the land is owned by the City of Powell and the lease agreements have different ending years. Commissioner Fulkerson made a motion to modify the lease date to match with the Cody of Powell which is 2033, Commissioner Tilden seconded, and motion carried.

Consider/approve resolution to dissolve Big Horn Basin Transportation Authority (BHBTA) (Nicholle Gerharter, Executive Assistant)

The Wyoming Department of Audit requires a formal resolution for the dissolution of the BHBTA. Commissioner Fulkerson made a motion to approve the resolution dissolving the organization, Commissioner French seconded, and motion carried. **RESOLUTION 2017-13.**

Approve and allow Chairman to sign U.S. Geological Survey Geographic Name Proposal Recommendation; Mount Grinnell (Nicholle Gerharter, Executive Assistant)

The Commissioners sent a letter to Wyoming Board of Geographic Names stating they would prefer the peak remain unnamed. Commissioner French made a motion to send the same letter to the US Geological Board, Commissioner Fulkerson seconded, and motion carried.

Correction of clerical error for Resolution 2017-10; add date of signing (Linda Gillett, Planning Director)

Tabled until the May 2, 2017 meeting when the full Board has a chance to consider it.

Consider/approve appointing Tiffany Brando to Park County Fair Advisory Board

Commissioner French made a motion to appoint Ms. Brando to the Fair Advisory Board, Commissioner Tilden seconded, and motion carried.

Approve fee waiver/reduction of rental fees (Teecee Barrett, Events Coordinator)

Tabled.

Request permission to hire summer employees (Teecee Barrett, Events Coordinator)

Ms. Barrett requested to hire 36 employees, as budgeted for the summer and fair crew. Commissioner Tilden moved to allow her to hire the summer/fair crew Commissioner French seconded, and motion carried.

Request permission to hire summer employees (Tim Waddell, Solid Waste Manager)

Mr. Waddell stated they typically hire six seasonal employees. He has two coming back from the prior year and would like permission to hire four with the anticipation of turnover. Commissioner Tilden made a motion to allow Mr. Waddell to hire four, Commissioner French seconded, motion carried.

Open sealed bids for 2001 F-250 landfill pickup (Tim Waddell, Solid Waste Manager)

Mr. Waddell received two bids. The first bid was from Tim Waddell for \$6,325.51. The second bid was from Dorms Auto for \$6,150.00. Commissioner Tilden made a motion to accept the highest bid, Commissioner Fulkerson seconded, motion carried.

Nicholle Gerharter – RE: Review and award Commissioners’ scholarships; award three new scholarships and alternates, no renewal scholarships

After brief discussion the following were chosen to receive the \$500.00 scholarships, Joncey E. Hicks, Dalton Josiah Abarr, and Demi M. Dusenberry. Alternates ranked in order are Jamey Kimberly Olson, Bryan A. Williams, and Danell Raye Branstetter. Commissioner Fulkerson made a motion to accept these as the scholarship winners, Commissioner French seconded, and motion carried.

Kim Dillivan, Planner II – RE: Public Hearing: Bowler Flats Energy Hub SUP and Site Plan Variance Request

Chairman Livingston opened the Public Hearing. The Board of County commissioners approved Bowler Flats Energy Hub SUP-145 on May 19, 2015. Due to circumstances beyond their control construction activity never began and therefore this SUP expired on May 19, 2016. On March 17, 2017 Ryan Davis, representative of Bowler Flats Energy Hub submitted a variance request asking that SUP-145 be re-issued, and allow construction to begin. The Notice of Public Hearing was published on March 28 and April 11, written notice was sent to property owners within 660 feet. No public comments have been received. There being no comments from the public Commissioner Tilden made a motion to close the public hearing, Commissioner French seconded, and motion carried.

Commissioner Tilden made a motion to approve the resolution allowing the variance to re-issue SUP-145. Commissioner Fulkerson seconded, and motion carried. **RESOLUTION 2017-14.**

Kim Dillivan, Planner II – RE: Public Hearing: Pat Alphin of Cody Cowboy Church SUP-152 for Temporary Residential Use, Bunkhouse Ministry

Chairman Livingston opened the Public Hearing. Pat Alphin is requesting approval for a Minor Residential Religious use housing for up to 10 people in a residential half-acre zoning district. It is located on the Southfork Highway. In 2015 Yellowstone Baptist Church quitclaimed to Redemption Church, who have given written permission to Cody Cowboy Church to use the facility as a bunkhouse. Notice of Public Hearing was published in March 28 and April 11, written notice was sent to property owners within 660 feet. This property is adjacent to Cody city limits. The City of Cody provided no comments. Referral requirements to agencies were met with the exception of the Fire Marshall who has not received confirmation that safety requirements are in place.

The bunkhouse ministry will be a residential housing facility provided to a small number of cowboys participating in Cody Nite Rodeo. The facility will be staffed by a seminary student who is graduating in May. The facility will have a "Code of Conduct" and house rules that participants will follow.

Letters received from the public with comments and questions were addressed at the Planning and Zoning meeting. Alan Short, Jim Hillberry, Walter Castle, Craig Barsness and Penny Preston made statements during the public hearing. Expressed concerns were: ensuring appropriate conduct, an unclear zero tolerance policy, safety of the local water supply; request to tie the SUP to Cowboy Church instead of the property and questions about allowance of alcohol, guns, and drugs. With no further comments from the public Commissioner Tilden made a motion to close the public hearing, Commissioner French seconded, and motion carried.

Commissioner Tilden made a motion to approve the SUP with the Fire Marshall's inspection attached and the SUP tied to the Cowboy Church and not the property, Commissioner Fulkerson seconded, and motion carried.

RESOLUTION 2017-15.

Commissioners – RE: Liaison reports

Commissioner Fulkerson reported on his attendance with the Wyoming Public Lands Initiative (WPLI) snowmobile tour, two drug court meetings and graduation, a library board meeting, a tour of the fairgrounds, an insurance meeting and the presentation he is preparing for the Wyoming County Commissioners Association (WCCA) meeting in Gillette.

Commissioner Livingston reported on the local and state predator boards. At the Outdoor Rec Task Force meeting in Sheridan on May 10-12, twelve recommendations will be prepared to present to the governor.

Commissioner Tilden reported on the WCCA-WPLI meeting in Lander. He attended the Airport board meeting and sent a copy of their budget via e-mail.

Commissioner French reported on the Cody Shooting Complex and how much good they do in the community. They are also planning to increase their hours of operation.

Commissioners – RE: Landfill funds transfer

Mr. Waddell and Sandie Morris from the Solid Waste department updated the commission on the Landfill Enterprise Fund. In June, 2010 the amount of \$651,161.87 was loaned to the Landfill for beginning the process of the Regional Landfill Phase Reclamation. Now that the project is complete the Commissioners would like the monies paid back to the general fund. Commissioner Fulkerson

made a motion to move the money from Landfill Enterprise Fund to the County General Fund and voucher today to start the process, Commissioner Tilden seconded, and motion carried.

Commissioners – RE: Review FY 17-18 Budgets; Board of County Commissioners, Interagency Participation Costs, Land & Environment Issues, Youth Services & RE: Review FY 17-18 Miscellaneous Revenue –

After discussion on the budgets the commission oversees, it was decided to have the line items remain the same for the present time.

Executive Session.

Commissioner Tilden moved to go into executive session pursuant to Wyoming State Statute § 16-4-405(a)(ii), seconded by Commissioner French and unanimously carried. Commissioner Tilden moved to come out of executive session, seconded by Commissioner French and unanimously carried.

Commissioner Tilden made a motion to offer the Park County Predator Management Advisory Board position to Breanne Thiel, Commissioner French seconded, and motion carried.

Bill Crampton, Public Health Nurse Manager – RE: Public health monthly update –

Mr. Crampton reported there are only 25-30 doses of flu vaccine remaining. The finances are ahead of projections. His office has developed a questionnaire with the intent of guiding families to other community services. The Commissioners suggested that the questionnaire be clearly labeled voluntary. Mr. Crampton reported the Nurse Family Partnership, which has been provided for nearly 20 years, will end with the concurrence of the state, due to difficulties maintaining clients. Mr. Crampton reported on a funding letter he received from Cheyenne states two grants were cut in half, Maternal & Child Health (MCH) will receive \$26,724 and MCH Federal Temporary Assistance for Needy Family funds to \$25,582 for the upcoming FY18. With this cut Mr. Crampton feels he will barely be able to pay for salary, mileage and some materials.

Commissioners – RE: Approve and sign letter of support for Bureau of Land Management (BLM) acquisition of Sheep Mountain property Lisa Deminick

Ms. Minnick is requested the Commissioners support the Bureau of Land Management's (BLM) efforts to acquire 1,820 acres on Sheep Mountain, a private in-holding within 17,000 acres of public land surrounding it in the Greater Yellowstone Ecosystem. With acquisition of this property, BLM would ensure public access for hunting, horseback riding and wildlife viewing, conserve crucial winter range and support the traditional ranching use of the property. Commissioner Tilden moved to approve signing the letter of acquisition of Sheep Mountain, Commissioner Fulkerson seconded, and motion carried.

Hans Odde, First Deputy Clerk – RE: Approve catering permit: The Red Zone, 2nd Annual Mudder's Day Celebration, May 13, 2017

The Red Zone is requesting a catering permit. At the present time they hold a liquor license with the City of Powell and are in good standing. Sheriff Steward had no comments. Commissioner Fulkerson made a motion to approve the permit, Commissioner Tilden seconded, and motion carried.

Hans Odde, First Deputy Clerk – RE: Wyoming liquor license changes

Mr. Odde gave a brief presentation on the changes in liquor laws that will take effect July 1, 2017. He will begin working with the cities/towns to collaboratively decide hours of operation, times minors need to leave establishments, and number of days a license holder can stay open for 24 hours. A recommendation was made by Commissioner Fulkerson to hold a public hearing to gather comments on the decisions before they adopt the rules. Mr. Odde will take the lead on this project.

Adjourn.

Commissioner Fulkerson made a motion to adjourn, Commissioner Tilden 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