

Park County Board of County Commissioners
Regular Meeting
Tuesday, May 16, 2017

Chairman Livingston called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, May 16, 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 May 2, 2017 were presented to the Board for approval. Commissioner Tilden moved to approve the minutes with corrections, seconded by Commissioner French and motion carried.

Approve-Payroll

Payroll was presented in the amount of \$374,764.34 which included one bi-weekly and the monthly elected payroll \$84,427.15 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 French and motion carried:

Payee	Amount
2 M COMPANY, INC.	\$1,438.67
360 OFFICE SOLUTIONS	\$108.30
AC ELECTRIC	\$128.52
AT CONFERENCE	\$22.66
BAILEY ENTERPRISES, INC.	\$227.34
BAILEY ENTERPRISES, INC.	\$94.96
BAILEY ENTERPRISES, INC.	\$3,465.40
BEAR CO., INC.	\$3,473.35
BEARTOOTH ELECTRIC COOP	\$68.75
BENNETT, M.D., THOMAS L.	\$1,950.00
BENTLEY SYSTEMS, INC.	\$590.00
BIG HORN ROOFING, INC.	\$270.00
BIG HORN RURAL ELECTRIC COMPANY	\$294.38
BIG HORN WHOLESALE, INC.	\$2,976.64
BIG VALLEY BEARING & SUPPLY, INC.	\$103.16
BLACK HILLS ENERGY	\$5,066.73
BLAKEMAN PROPANE, INC.	\$484.69
BLOEDORN LUMBER - POWELL	\$19.32
BOB BARKER COMPANY	\$257.25
BOBCAT OF THE BIG HORN BASIN, INC.	\$1.88
BOONE'S MACHINE SHOP	\$5.20
BRAZELTON, LILLIAN	\$7.65
BRUCO, INC.	\$1,190.43
BUSY B'S AUTO AND WRECKER	\$25.00
CARQUEST AUTO PARTS - #064250	\$1,621.15
CARQUEST AUTO PARTS - #274890	\$1,047.68
CDW GOVERNMENT, INC.	\$5,231.44
CENTURYLINK	\$3,069.15
CENTURYLINK BUSINES SERVICES	\$32.27
CHARTER COMMUNICATIONS	\$99.99
CHRISTIE, LOGAN	\$111.28
CIVIC RESEARCH INSTITUTE, INC.	\$179.95
CLERK OF DISTRICT COURT	\$132.45
CODY ACE HARDWARE	\$294.41
CODY ENTERPRISE	\$3,707.94

CODY, CITY OF	\$25,448.41
COPENHAVER KATH KITCHEN & KOLPITCKE LLC	\$400.00
CORNETT, STARKIE	\$89.89
CORRECTIONAL HEALTHCARE COMPANIES, INC.	\$18,403.73
COULTER CAR CARE CENTER	\$57.50
COUNTY CLERKS ASSOCIATION OF WYOMING	\$100.00
CROFT, KIMBALL	\$1,115.75
DE HAAN ELECTRONICS	\$113.35
DENNY MENHOLT CHEVROLET BUICK GMC	\$87.53
EAGLE RECOVERY & TOWING	\$300.00
FLOYD'S TRUCK CENTER, INC.	\$76.23
FREMONT MOTOR POWELL, INC.	\$312.46
GARLAND LIGHT & POWER CO.	\$1,036.78
GARVIN MOTORS, INC.	\$285.66
GERHARTER, NICHOLLE	\$12.88
GOODYEAR PRINTING	\$102.00
GRAINGER	\$1,005.90
GROSSKOPF, LOREN M	\$583.66
GUERTIN, ANDREW	\$143.43
HEARTLAND PAPER COMPANY	\$112.74
HINZE, BOBBIE	\$117.20
HOTSY EQUIPMENT OF WYOMING, INC.	\$52.00
INTERSTATE TIRE SERV. INC	\$50.00
IVERSON SANITATION	\$50.00
J.C. REPAIR, INC.	\$250.00
JOHN DEERE FINANCIAL	\$152.48
KANE FUNERAL HOME	\$190.00
KEEGAN, KRISJANSONS & MILES, PC	\$7,015.39
KEELE SANITATION	\$2,054.00
LEON UNIFORM COMPANY, INC.	\$643.90
LINTONS BIG R, INC.	\$261.18
MAJESTIC LUBE, INC.	\$159.90
MARQUIS AWARDS & SPECIALTIES, INC	\$44.55
MASTER'S TOUCH, LLC	\$3,290.10
MCBROOM, MATTHEW A.	\$144.01
MCCARTY, REED, & EARHART, ATTYS L.C.	\$390.00
McKESSON MEDICAL SURGICAL	\$1,520.29
MEETEETSE, TOWN OF	\$123.53
METTLER-TOLEDO, LLC.	\$1,148.80
MICKELSON, JOSEPH D	\$222.56
MONTANA PETERBILT, LLC	\$125.39
MONTANA-DAKOTA UTILITIES CO.	\$1,466.30
MORGENWECK, BARB	\$71.50
MOTOR PARTS, INC.	\$15.02
MOUNTAIN CONSTRUCTION COMPANY	\$347,561.26
MOUNTAIN WEST COMPUTER	\$28.05
MURDOCH OIL, INC.	\$8,408.50
NAPA AUTO PARTS	\$17.14
NEMONT	\$46.83
NORCO, INC.	\$23.52
NORTHERN GARDENS, LLC	\$119.70
NORTHWEST WY FAMILY PLANNING	\$195.69
OFFICE SHOP, THE	\$3,009.08
OGREN, TOMI K	\$50.00
O'REILLY AUTO PARTS	\$28.05
PARK COUNTY PUBLIC HEALTH	\$115.00
PAVEMENT MAINTENANCE, INC.	\$17,850.00
PENNO, KAYE	\$190.00
PENWELL, STEVE	\$90.26
PILCH ENGINEERING INC., PC	\$1,880.00
PITNEY BOWES, INC. - A/R	\$96.00
POLECAT PRINTERY	\$408.32
POWELL ACE HARDWARE, LLC	\$178.05
POWELL TRIBUNE, INC.	\$410.96
PRODUCTION MACHINE CORP.	\$48.53
QUILL CORPORATION	\$143.71
RIMROCK TIRE CO - CODY	\$503.90
ROCKY MOUNTAIN POWER	\$99.62
ROCKY MOUNTAIN SPORTS	\$31.36

SELBYS, INC.	\$593.13
SHOSHONE OFFICE SUPPLY, INC.	\$361.58
STROUPE PEST CONTROL, CO.	\$320.00
SYSCO FOOD SERVICES OF MONTANA	\$2,117.64
TCT WEST, INC	\$8,617.55
THOMPSON REUTERS - WEST	\$658.61
TITAN MACHINERY	\$247.40
TORREY, TARA	\$107.00
TRACTOR & EQUIPMENT CO	\$3,312.14
TRIPLE L SALES	\$932.79
TW ENTERPRISES, INC.	\$1,285.82
TYLER TECHNOLOGIES, INC.	\$1,300.00
UNIVERSITY OF WY - ADMIN BUSINESS OFFICE	\$5,023.50
UPS STORE, THE	\$185.92
VERIZON WIRELESS	\$324.40
VISA - #0225 - W.E. CRAMPTON	\$507.87
VISA - #9358 - T. WADDELL	\$2,197.79
VISA - #9408 - B. EDWARDS	\$182.92
VISA - #9515 - P. LINDENTHAL	\$199.49
VISA - #9689 - M. CONNERS	\$1,463.61
VISA - #9721 - M. GARZA	\$2,587.40
VISA - #9754 - T. BARRETT	\$627.52
VISA - #9762 - S. STEWARD	\$1,481.86
WALSH - GAFFIELD, NICOLE	\$47.83
WAYNE'S BOOT SHOP	\$100.00
WOODWORKER'S SUPPLY, INC.	\$21.38
WPCI CONSULTANTS, INC.	\$117.00
WYDOT-FINANCIAL SERVICES	\$310.84
WYOMING BEHAVIORAL INSTITUTE	\$7,535.00
WYOMING DEPARTMENT OF EMPLOYMENT	\$210.85
WYOMING DEPARTMENT OF HEALTH	\$336.00
WYOMING DEPARTMENT OF HEALTH/PBL HLTH LB	\$68.00
WYOMING GUARDIAN AD LITEM PROGRAM	\$3,198.06
WYOMING STATE PUBLIC DEFENDER	\$1,200.00
WYOMING WATER WORKS	\$223.00
TOTAL	<u><u>\$536,681.42</u></u>

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 Fulkerson moved to approve, seconded by Commissioner Tilden and motion carried.

Request permission to hire part time custodian (Teecee Barrett, Events Coordinator)

Ms. Barrett requested permission to hire a part time custodian. This is her only custodial position and it would receive the same rate of pay. Commissioner French made a motion to allow the hire at the same pay rate Commissioner Tilden seconded and motion carried.

Approve Wyoming Business Council Fairgrounds Improvements Grant draw down request #4 (Colleen Renner, Park County Clerk)

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

Review and sign Big Horn Armory Amended SUP #105 Resolution (Linda Gillett, Planning Director)

Ms. Gillett asked whether the Commissioners wished to specify a decibel level or go with county regulations regarding noise mitigation. Commissioner Fulkerson stated that when sound mitigation is in place, the applicant, within a reasonable time, should notify the Planning and Zoning Department of completion so that a decibel reading study can be done. Ms. Ruble thinks the baseline decibel reading is important and invited the Planning Director to her property to conduct it. Commissioner French made a motion to accept the amended resolution and follow

up with applicant when the noise mitigation is in place. Commissioner Tilden seconded motion carried. **RESOLUTION 2017-16**

Request approval to advertise for Park County Library and Park County Museum board positions (Nicholle Gerharter, Executive Assistant)

Ms. Gerharter requested permission to advertise May 30 and June 6 for two Library Board and Museum Board vacancies all expiring on July 1, 2017. Interviews will be held on June 20. Commissioner Fulkerson made a motion to approve the advertisements, Commissioner Tilden seconded and motion carried.

Approve and allow Chairman to sign revised Park County FFY18 TANF/CPI application for awarded amount of \$62,000.00 (Nicholle Gerharter, Executive Assistant)

Due to an awarded amount lower than requested, applicants were asked to revise their applications and budgets. Commissioner Fulkerson made a motion to accept the revised TANF applications, Commissioner French seconded and motion carried.

Approve and sign lease renewal – Basin Authority Child Support Enforcement (Nicholle Gerharter, Executive Assistant)

The lease renewal for Basin Authority was increased by the annual 2.4% and has been reviewed by the County Attorney for content. Commissioner Tilden serves as vice chair of the Joint Power Board and abstained from voting. Commissioner Fulkerson made a motion to accept the lease agreement, Commissioner French seconded and motion carried.

Approve and allow Chairman to sign Malt Beverage Permit for Kay Clark, Jake Clark's Mule Days at 1134 Rd 14, Powell, June 14-18 (Nicholle Gerharter, Executive Assistant for Hans Odde, First Deputy Clerk)

The request is for the five-day event. Applicants are in good standing with the state and law enforcement. Commissioner Tilden made a motion to approve the malt beverage permit, Commissioner Fulkerson seconded and motion carried.

Kim Liebhauser, District Manager, Wind River/Bighorn Basin District, Bureau of Land Management, Delissa Minnick, Field Manager, Cody Field Office, Bureau of Land Management – RE: Introduction and update

Ms. Minnick introduced Sarah Beckwith with BLM Public Affairs, also present. She thanked Commissioner Tilden and Livingston for their assistance on the Sheep Mountain tour.

Ms. Liebhauser is in charge of the Cody, Worland and Lander offices. She thanked the Commission for the opportunity to introduce herself and noted she is happy to assist the community. Commissioner Livingston gave a brief description of the Sheep Mountain tour and the proposed land purchase.

Ms. Minnick also gave updates BLM initiatives. National Trails Day is June 3 and they will be collaborating with Weed & Pest for trail and invasive species work. The BLM is working on a statewide amendment to handle sage grouse, the Cody Interface implementation phases to improve access on rivers, mountain bike and hiking trails around Newton Lake, and Cedar Mountain access issues. They will begin work on Hogan-Luce campground for ADA accessibility, bear box modification and are scheduling a work day in August.

Kim Dillivan, Planner II – RE: Public Hearing: Monster Lake Ranch - Accessory Dude Ranch Variance Request

Mr. Dillivan presented the request for variance to solicit one-night lodging rentals on their property south of Cody. Park County Development Standards & Regulations state: *A dude ranch or resort does not solicit one-night accommodations and provides bar or food service only to guests.* Applicant has an approved building/zoning permit (2014-150). There being no public comments

Commissioner Fulkerson moved to close the public hearing, Commissioner Tilden seconded and motion carried.

Mr. Colin Simpson, representing Monster Lake Ranch, stated that the goal of his clients is to book three-night to one-week stays, but it is nice to have the ability to fill rooms for one night if the situation fits.

Commissioner Fulkerson made a motion to approve the resolution for a variance at Monster Lake Ranch, Commissioner Tilden seconded and motion carried. **RESOLUTION 2017-17**

Shannon Votaw, Director, Park County Court Supervised Treatment Program
RE: Lease renewal

Ms. Votaw thanked the commission for the support the county gives their program. She requested a reduction in the rent charge and permission to sign a longer lease. At one point in time, the rent charge was an in-kind match. After discussion Commissioner Tilden made a motion to adjust the rent fee to \$14.05/sq. foot and to accept a three-year lease with the annual 2.4% increase remaining. Commissioner French seconded, Commissioner Fulkerson abstained from voting as he is on the Board. Motion carried.

Scott Steward, Sheriff – RE: Renew medical contract with Correctional Healthcare Companies

Sheriff Steward requested the contract for medical services remain with Correctional Healthcare Companies. The charge will be \$19,121.48 per month. Under this contract, the company brings their own legal team, nursing/doctor services, and employees to manage/review records. Commissioner Tilden made a motion to renew the contract and allow the Chair to sign, Commissioner Fulkerson seconded and motion carried.

Jeremy R. Quist, Assistant County Engineer – RE: Federal Lands Access Program (FLAP); Discuss Southfork Road project proposal

Mr. Quist presented a Project Endorsement Form which begins the process of requesting federal funds to reconstruct the Southfork Road (County Road 6WX). The proposed project provides funding to roads that provide access to federal lands, and includes significant safety improvements. The perceivable start date would be FY 2019 and would last for 5 years. The county match would come from the 1% sales tax, which was designated for use on the Southfork Road. Commissioner Fulkerson made a motion to approve the application and allow chair to sign letter and contract, Commissioner Tilden seconded and motion carried.

Linda Gillett, Planning Director – RE: Public Hearing: Consider application of Philip and Darlene McVey to replace structure within the floodplain of the North Fork of the Shoshone River. The property address is 375 Stagecoach Trail, Cody, WY, Lots 24 & 25 of Tract 50, S16, T52N R104W 6th P.M., Park County, WY.

Ms. Gillett presented the flood plain permit review. A non-residential metal structure was constructed in 1996 and was damaged by the winter snow load. It is in the process of being replaced and must meet current floodplain standards, Letter of Map Amendment (LOMA), and Federal Emergency Management Agency requirements. There being no comments from the public Commissioner Tilden made a motion to close the public hearing, Commissioner Fulkerson seconded and motion carried.

Commissioner Tilden made a motion to issue the permit with the following conditions: the permit expires in one year; the shop must be constructed with flow-thru vents per National Flood Insurance Program; significant changes will require additional review; and, the Floodplain Administrator will be notified when the project is complete, Commissioner Fulkerson seconded and motion carried.

RESOLUTION 2017-18

Linda Gillett, Planning Director – RE: Public Hearing: Consider application of Hawkeye Ranch to place 100 cubic yards of fill in a designated special

flood hazard area of the Southfork River at 4148 Southfork Road, Cody, WY within lots 3 & 6 NW4 NW4 Sec. 8, T48N R106W, 6th P.M. Park County, WY.

Ms. Gillett stated Hawkeye Ranch is requesting a permit to place 100 cubic yards of fill in the Southfork of the Shoshone River. There being no comments from public Commissioner Tilden made a motion to close the public hearing, Commissioner Fulkerson seconded and motion carried.

Commissioner Tilden moved to approve the flood plain permit for Hawkeye Ranch, Commissioner French seconded and motion carried. **RESOLUTION 2017-19.**

Linda Gillett, Planning Director – RE; Public Hearing: Consider application of Carl Sauerwein to replace an agricultural structure within the floodplain of the North Fork of the Shoshone River. The property address is 3348 Northfork Highway, Cody, WY, Tract 47 Lot 46 Lots 8 & 45, Sec. 18 & 19, T52N R104W 6th P.M., Park County, WY.

Ms. Gillett stated Mr. Sauerwein is requesting a floodplain permit to reconstruct a barn that was damaged by the winter storms. There being no comments from public Commissioner Fulkerson made a motion to close the public hearing, Commissioner Tilden seconded and motion carried.

Commissioner Fulkerson moved to approve the flood plain permit for Mr. Sauerwein, Commissioner French seconded and motion carried. **RESOLUTION 2017-20.**

Kim Dillivan, Planner II – RE: Brownfield Simple Subdivision-245, Final Plat Review

Mr. Dillivan presented the final plat application for consideration. Dale & Julia Brownfield request to create a two-lot simple subdivision for single family residential use, Lot 1 being 19.9 acres and Lot 2 being 18.8 acres. Parcel is located 1 ½ miles south of Powell and borders Lane 10 on the north side and Road 7 on the west side. The City of Powell must approve subdivision prior to final plat review and requires developers to dedicate road easements of 50 feet from centerline on both Road 7 and Lane 10. There have been no public comments received. Commissioner Tilden made a motion to approve final plat review, Commissioner Fulkerson seconded and motion carried. **RESOLUTION 2017-21.**

Kim Dillivan, Planner II – RE: Public Hearing: Holly Large Impact Structure, Special Use Permit-153

Mr. Dillivan requested approval of a special use permit (SUP-153) and site plan review to allow a large impact structure for hay storage, equipment, and occasional use as a riding arena. The structure will be approximately 12,000 square feet and will have no utilities. No public comments were received. Chairman Livingston asked for public comments from those in attendance, there being none, Commissioner Fulkerson made a motion to close the public hearing, Commissioner French seconded and motion carried.

Commissioner French moved to approve the special use permit for the Holly Shop/Barn Building, Commissioner Fulkerson seconded and motion carried. **RESOLUTION 2017-22.**

Lunch

Bill Crampton, Public Health Nurse Manager – RE: Public Health Monthly Update

Mr. Crampton reported on the monthly events of the nursing staff. He reminded Commissioners that the state grants are being cut for this fiscal year and could affect positions. He will be traveling to Cheyenne at the end of the month for the Nurse Manager meeting. Total revenues for his department are up for the year.

Executive Session.

Commissioner Tilden moved to go into executive session pursuant to Wyoming State Statute § 16-4-405(a) (ix), seconded by Commissioner French and unanimously carried. No decisions were made in this session. Commissioner Tilden moved to come out of executive session, seconded by Commissioner French and unanimously carried. Commissioner Tilden moved to accept the recommendation of the Deputy County Attorney and to move forward as discussed.

Loren Grosskopf, Vice Chair – RE: Health and Wellness Committee: Health Insurance Funding Recommendation for Fiscal Year 18 (Commissioner Fulkerson filled in with the absence of Commissioner Grosskopf.

The committee, in consultation with Eric Deeg, Health Insurance Consultant, recommended funding the upcoming fiscal year at the same level as the current fiscal year. Stop loss is projected at a 1 to 2.5 % increase which can be covered through reserves. Commissioner Tilden questioned the need to retain funding at the current level if the committee recently reported enough funds to provide an extra incentive to participants. No decision was made and this issue was tabled for the next meeting.

Commissioners – RE: Approval of comment on proposed road reconstruction from Fishing Bridge to Indian Pond in Yellowstone National Park

Yellowstone National Park is seeking public comments on this proposed project. This project is scheduled to begin in 2018-19 dependent on funding. Temporary closures would begin in October 2018. The Commission is concerned with the economic impact road closures or delays would have on the community.

Commissioner Tilden made a motion to approve sending the letter with changes, Commissioner Fulkerson seconded and motion carried.

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