

Park County Board of County Commissioners
Regular Meeting
Tuesday, June 6, 2017

Chairman Livingston called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, June 6, 2017. Present were Chairman Lee Livingston, Vice Chairman Loren Grosskopf, Commissioners Joe Tilden, Tim French, Jake Fulkerson, and Clerk Colleen Renner.

Clerk Renner led the audience in the Pledge of Allegiance.

Action Items and Other Business:

Approve annual transfer of County Road Funds to the County General Fund in the amount of \$100,000 (Brian Edwards, County Engineer)

Mr. Edwards reported that state statute allows for transfer from the County Road Fund to the General Fund for operational purposes. Commissioner Grosskopf made a motion to approve the moving of these funds, Commissioner Fulkerson seconded, and motion carried.

Approve-Minutes

The minutes from May 16 and 22 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 \$545,752.02 which included one bi-weekly payment with insurance, one bi-weekly payroll in the amount of \$382,302.59, and the monthly payroll in the amount of \$84,427.15, 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 Tilden moved to approve the vouchers as presented seconded by Commissioner Grosskopf and motion carried:

<u>Payee</u>	<u>Amount</u>
2 M COMPANY, INC.	\$100.00
360 OFFICE SOLUTIONS	\$702.84
ADAMSON POLICE PRODUCTS	\$4,620.00
ALBERTSONS - SAFEWAY	\$226.36
AMERICAN WELDING & GAS, INC.	\$12.72
ANDERSON, CANDACE	\$235.40
ARCSEARCH CORPORATION	\$188.00
AT&T MOBILITY	\$2,232.55
B & B FLEET SERVICE	\$220.00
BASIN EQUIPMENT REPAIR	\$784.00
BIG HORN REDI-MIX, INC.	\$56,000.00
BIG HORN WHOLESALE, INC.	\$5,421.78
BLACK HILLS ENERGY	\$546.78
BOB BARKER COMPANY	\$1,103.26
BOBCAT OF THE BIG HORN BASIN, INC.	\$136.53
BOONE'S MACHINE SHOP	\$697.68
BOOT BARN, INC.	\$100.00
BRANDON-WINTERMOTE, KIMBERLY	\$177.82
BRAZELTON, LILLIAN	\$86.67
BRUCE, ROY	\$511.63
BUSH, DEBORA	\$203.50
CARPET HUT, LLC	\$2,385.46
CDW GOVERNMENT, INC.	\$15,320.72
CENTURLINK	\$2,651.77
CENTURLINK BUSINES SERVICES	\$16.51
CHARTER COMMUNICATIONS	\$388.17

CHIEF SUPPLY/LAW ENFORCEMENT SUPPLY	\$880.00
CODY ACE HARDWARE	\$320.86
CODY ENTERPRISE	\$490.00
CODY, CITY OF	\$21,893.27
COMMERCIAL LAUNDRY SALES, INC.	\$190.40
COMMUNICATION TECHNOLOGIES, INC.	\$500.00
COMPRESSION LEASING SERVICES, INC	\$103.72
COULTER CAR CARE CENTER	\$34.00
CROFT, KIMBALL	\$1,223.30
CRUM ELECTRIC SUPPLY CO.	\$246.22
CUT & SEW	\$224.55
D&G ELECTRIC, LLC	\$1,996.46
DENNY MENHOLT CHEVROLET BUICK GMC	\$79.75
DODGE COMPANY, THE	\$2,368.56
FASTENAL	\$144.16
FULKERSON, JAKE	\$435.36
GALLS, LLC	\$36.92
GDA ENGINEERS	\$2,825.00
GOODYEAR PRINTING	\$47.00
GRADIENT MOUNTAIN SPORTS	\$937.80
GRAINGER	\$514.14
GROSSKOPF, LOREN M	\$704.09
HARRIS TRUCKING CO.	\$50,000.00
HOWARD, FRED L	\$92.12
HUGHES, RUSTY	\$116.08
IMPACT TELECOM.	\$2.67
INTOXIMETERS, INC.	\$266.50
JACKS TRUCK & EQUIPMENT, INC.	\$288.32
JOURNAL TECHNOLOGIES, INC.	\$7,334.00
K-B COMMERCIAL PRODUCTS	\$76.50
KEELE SANITATION	\$165.00
KENCO SECURITY AND TECHNOLOGY	\$709.25
LAIR, CLAUDIA	\$93.09
LEON UNIFORM COMPANY, INC.	\$234.75
LINTONS BIG R, INC.	\$653.31
LOEPER, JESSICA	\$5,615.00
LYLE SIGNS, INC.	\$180.00
MAJESTIC LUBE, INC.	\$115.90
MCBROOM, MATTHEW A.	\$23.97
McINTOSH OIL, INC.	\$7,107.12
MEYER, PAT	\$84.22
MILLIGAN, AUDREY	\$70.00
MOHLER, TYCEE JO	\$149.67
MORRIS, SANDIE	\$54.57
MORRISON, MARION	\$182.10
MOTOR PARTS, INC.	\$80.81
MOUNTAIN WEST COMPUTER	\$75.76
MOUNTAIN WEST SCREEN PRINTERS, INC	\$291.72
MURDOCH OIL, INC.	\$527.00
NAPA AUTO PARTS	\$22.99
NATIONAL BUSINESS SYSTEMS	\$2,584.91
NATRONA COUNTY LEGAL DEPARTMENT	\$4,065.00
NEMONT	\$48.35
NORTHERN GARDENS, LLC	\$79.80
NORTHWEST RURAL WATER DISTRICT	\$81.40
ODDE, HANS	\$253.06
OFFICE SHOP, THE	\$2,685.13
ONSTAR, LLC	\$1,521.06
PALMER, SHANE	\$30.00
PARK COUNTY TREASURER	\$100,000.00
PARKWAY PLAZA HOTEL & CONV. CENTRE	\$534.00
PENWELL, STEVE	\$54.95
PITNEY BOWES, INC. - A/R	\$284.71
PLAINSMAN PRINTING SUPPLY	\$2,899.65
POST AND ASSOCIATES	\$600.00
POWELL ACE HARDWARE, LLC	\$295.35
POWELL LOCK	\$113.00
POWELL TRIBUNE, INC.	\$1,426.73
POWELL WELDING AND INDUSTRIAL SUPPLY LLC	\$159.80

POWELL, CITY OF	\$6,558.01
PRO-BUILD - CODY	\$16.99
PUTNEY, LINDA	\$199.22
RAMKOTA HOTEL AND CONFERENCE CENTER	\$273.00
REDWOOD TOXICOLOGY LABORATORY, INC.	\$0.38
REED, DARLENE	\$246.88
RENNER, COLLEEN	\$487.39
RIMROCK TIRE CO - CODY	\$1,553.83
RIMROCK TIRE CO - POWELL	\$2,691.45
ROCKY MOUNTAIN POWER	\$1,669.28
SAGE CIVIL ENGINEERING, INC.	\$7,490.00
SHOSHONE IRRIGATION DISTRICT, INC.	\$409.93
SHOSHONE OFFICE SUPPLY, INC.	\$637.18
STEWART'S MERCANTILE	\$270.00
STOTZ EQUIPMENT	\$27.36
STROHS INDUSTRIAL LUBRICATION	\$72.00
STROUPE PEST CONTROL, CO.	\$230.00
SYSCO FOOD SERVICES OF MONTANA	\$6,794.15
TCT WEST, INC	\$8,613.15
TEAM LABORATORY CHEMICAL CORP.	\$5,693.50
TITAN MACHINERY	\$127.76
TRACTOR & EQUIPMENT CO	\$23.00
TRIPLE L SALES	\$27.47
UPS STORE, THE	\$94.38
URLACHER, MARK E.	\$800.00
UW EXTENSION	\$64.95
Van Hying, Mike	\$100.00
VARDIMAN, JEREMIAH	\$147.66
VERIZON WIRELESS	\$70.87
VERIZON WIRELESS	\$282.27
VERIZON WIRELESS	\$25.96
VERIZON WIRELESS	\$50.04
VISIONARY COMMUNICATIONS, INC.	\$78.30
WAL MART COMMUNITY/GEMB	\$1,273.03
WESTERN COLLISION, INC.	\$208.50
WOGOMAN, RICK M.	\$1,050.00
WOODWARD TRACTOR & RENTAL, INC	\$34.92
WYOMING DEPT OF AGRICULTURE	\$50.00
WYOMING FIRE SAFETY, LC.	\$454.00
WYOMING INFORMATION TECHNOLOGY DIV	\$58.11
TOTAL	<u><u>\$372,549.95</u></u>

Approve-Monthly Earnings and Collections.

The monthly earnings and collection statements for the Sheriff were presented for approval. Commissioner Tilden moved to approve, seconded by Commissioner Grosskopf and motion carried.

Request permission to hire replacement full-time custodian (Mike Garza, Buildings & Grounds Superintendent)

Mr. Garza requested permission to replace a full-time custodial position at the courthouse. The pay step could be one lower but the grade will remain the same. Commissioner Fulkerson made a motion to approve the hiring of a full time custodian, Commissioner Grosskopf seconded, and motion carried.

Approve request from Cody Skylighters to close Road 2ABW for July 4 fireworks display (Brian Henderson, Cody Skylighters representative)

Brent Holder came before the board requesting the closure of Road 2ABW from 9 a.m on the 4th and until to 9 a.m. on the 5th. This time closure is the same as previous years. Commissioner Tilden made the motion to allow the road closure, Commissioner Grosskopf seconded, motion carried.

Approve Landfill CW-124 Loan Draft Request #24 (Sandie Morris, Solid Waste Office Manager)

Ms. Morris presented to the board the second to last request for the funds on the landfill closures. Commissioner Tilden made a motion to accept the loan request and allow the chair to sign, Commissioner Grosskopf seconded and motion carried.

Request authorization to transfer final Meeteetse Library collection replacement insurance funds to Wyoming State Library, \$53,403 (Frances Clymer, Park County Library System Director)

Ms. Clymer requested transferring the remaining funds the library received as insurance coverage on the loss of books at the Meeteetse Library. This process has taken longer than anticipated. They are buying books that enhance the library system as a whole and can travel between libraries. The fund transfer will take place during the FY17-18 budget process. No action required at this time.

ArcaSearch Consensus Funds reimbursement request #2 (Colleen Renner, Park County Clerk)

Clerk Renner requested a second payout of the SLIB monies to cover the cost of returning microfilm. Commissioner Tilden made a motion for chair to sign the request for reimbursement, Commissioner Fulkerson seconded, and motion carried.

Approve and allow Chairman to sign Memorandum of Understanding between Park County and the University of Wyoming (UW) for Extension Services, 2017-2022 (Tycee Mohler, UW Extension County Coordinator and 4-H & Youth Development Educator)

Ms. Mohler presented to the board the request to renew the agreement between UW and Park County Extension to cover the next five years. The county attorney has approved the agreement. Commissioner Fulkerson made a motion to accept the MOU and allow the chair to sign, Commissioner Tilden seconded, and motion carried.

Approve and allow Chairman to sign Annual Compensation Agreement between UW and Park County for the 4-H Educator (Tycee Mohler, UW Extension County Coordinator and 4-H & Youth Development Educator)

Ms. Mohler presented the compensation agreement for the half of the salary the county provides for the UW Extension 4-H Educator. University of Wyoming pays the other half of the salary and benefits for this position. Commissioner Grosskopf made a motion to allow the chair sign the agreement for wages, Commissioner Tilden seconded, and motion carried.

Approve and sign City of Cody's Countywide Consensus Funding resolution

Commissioner French made a motion to sign the City of Cody's request for Consensus Funding, Commissioner Grosskopf seconded, and motion carried.

Loren Grosskopf, Vice Chairman – RE: Liaison report: National Association of Counties (NACo) Western Interstate Region (WIR) Conference

Commissioner Grosskopf attended the NACo conference in Sunriver Oregon. Topics during the conference were based on western issues, which included seasonal streams, major changes to national flood insurance, Endangered Species Act, and restrictions on new developments in flood plans. Honorable Jim Geringer, former Governor of Wyoming, spoke on environmental research and how decisions should be made with local impact in mind.

Teecee Barrett, Events Coordinator & Joe Bridges, Chairman of the Junior Livestock Sale Committee RE: Update on sale barn project; request possible funding

Mr. Bridges updated the board on three things they would like to accomplish with a remodel of the sale barn: safety, comfort, and seating capacity. The total estimated cost is over \$55,000. Ms. Barrett stated the Fair Advisory Board can commit \$10,000 towards the facility and the Junior Livestock Committee can commit \$10,000. Mr. Bridges and Ms. Barrett asked the county to commit \$33,000. There may be some in-kind donations and/or donations from the community. The most costly item is the bleachers, which are moveable and could be used in other places within the county. After discussion, Commissioner French made a motion to approve \$20,000 towards the project and \$7,000 from the Buildings & Grounds budget, Commissioner Fulkerson seconded. Commissioner Grosskopf and Tilden were opposed, Chairman Livingston was also opposed. Motion failed.

Commissioner Grosskopf made a motion to contribute \$15,000 with the understanding that bleachers are left off the commitment list at the present time, and no monies from Buildings and Grounds, Commissioner Tilden seconded. All voted in favor and motion carried. These funds will be put in the FY17-18 budget under Capital Projects.

Loren Grosskopf, Vice Chairman & Hans Odde, First Deputy Clerk

RE: Health and Wellness Committee: Health Insurance Funding Recommendation for Fiscal Year 18

Mr. Odde, First Deputy Clerk presented a recommendation from Eric Deeg, insurance consultant that the health insurance funding remain the same as last year. Mr. Deeg also recommends retaining the reserves, as there are two large claims going into case management. Commissioner Grosskopf made a motion to continue funding levels for FY17-18 budget at the current rates, Commissioner Fulkerson seconded, and motion carried.

Jeremy R. Quist – RE: Present Claims for Damages – Partial Vacation of Viking Drive Update

Mr. Quist updated Commissioners on the requests of Rocky Mountain Power, Northwest Rural Water District and the City of Cody to reserve easements.

There is an option to vacate with reservations of easements. Mr. Quist would like to gather more information and present to the Board in July.

Kim Dillivan, Planner II – RE: Public Hearing: Rafter Reverse Four Ranch Special Event SUP-154; consider the application of Keith Schuebel of Johnson – Schuebel Farms LLC for a Special Use Permit to allow a Special Event located on a 793 acre parcel of land in Sec. 13 and Sec. 25 T53N, R101W, Park County, WY, in the GR-5 zoning district

Chairman Livingston opened the public hearing. Mr. Dillivan requested approval of Special Use Permit 154 to allow an annual church convention to be held on the property. This event will be the last week of June and has been an annual event since 1978. It will last for five days. Attendance could reach 600 people on Saturday. Attendees stay in RV's, tents and dormitories. The men's dorm has 78 single beds and the women's dorm has 110 single beds. The machinery shop on the property is used for the church convention. The facilities have electricity, natural gas, domestic water and wastewater systems.

Several letters from neighbors were received and all supported the planned event.

Chairman Livingston called for questions from the public. There being none Commissioner Tilden made a motion to close the public hearing, Commissioner Grosskopf seconded and motion carried.

After discussion on the acreage a request that Ms. Gillette to remove language regarding exact acreage, Commissioner Fulkerson made a motion to approve the Special Use Permit 154, Commissioner French seconded and motion carried.

Linda Gillett, Planning Director – RE: Public Hearing: Grizzly Peak Flood Permit 9-17; consider the application of Grizzly Peak LLC, represented by Ira Fellows, to remove 1500 cubic yards of gravel from the North Fork of Dick

Creek flood hazard area for private road construction. Property address is 967 Road 4DT, Meeteetse, located in Tr. 71, T46N R102W and SW4 SE4 SW4 NW4 Sec. 34, T47N R102W, 6th P.M., Park County, WY

Ms. Gillett stated that applicant would reclaim the area with soil obtained from outside the special flood hazard area. The site is an open area with trees and shrubs on the perimeter and approximately .5 acre in size. The proposed excavation is within 40-70 feet of the creek. Ms. Gillette was not able to do a site visit at this time. The only public comment received was a letter from a neighbor expressing concern over the large amount of gravel removal, landscape alteration and need for reclamation. There being no comments from the public Commissioner Tilden made a motion to close the public hearing, Commissioner French seconded, and motion carried.

Commissioner Fulkerson made a motion to approve the permit as presented with a 50 foot buffer maintained from stream banks. Commissioner Tilden seconded with the addition of when the project is complete Ms. Gillette will schedule a site visit. All approved and motion carried.

Jeremy R. Quist, Assistant County Engineer – RE: County Road 6QS Bridge EGD replacement project – Engineering Associates

Mr. Quist introduced Rob Croft, Lead Engineer on this project. This project will go to bid in December to begin work in late January. The phases of the project include roadway re-alignment, concrete installation for a 3-span bridge, bank protection and bridge demolition. Mr. Conklin talked about the hydrology, flow data, and gauge on bridge. They have met with Bureau of Land Management (BLM) and Wyoming Department of Transportation for their reviews. Mr. Overfield discussed that road curves would remain at 30-35 mile hour design and how they will offset concrete and existing road to utilize what is there. They are working with BLM and Wyoming Game & Fish Department to discuss ideas for river access.

Bucky Hall, Interim Director, Cody-Yellowstone Air Improvement Resources (CYAIR); Chairman, Wyoming Public Lands Initiative (WPLI) Committee – RE: Update on local air service and WPLI

Mr. Hall started with stating he is now Director of Cody Yellowstone Air Improvement. He announced that after the visit with SkyWest, Cody will now have Chicago flights starting next week. Cody airport will have seven flights a day starting this month with both United and SkyWest flying in and out of Cody. He also reported that the airport has a new restaurant operator.

Break for lunch

Executive Session.

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

Commissioner Tilden made a motion to approve the current Law Enforcement Center Memorandum of Understanding with the City of Cody by adding 2016 data and allowing the chair to sign, Commissioner Fulkerson seconded, and motion carried.

Bryan Skoric, County Attorney RE: Retirement benefits for grant employees

Mr. Skoric explained that in the current policy manual, grant employees are not entitled to health and retirement benefits. Two positions in his office, Victim Witness Coordinators, are paid 100% by the Attorney General's office. They would like to receive retirement benefits, with the understanding that if the grant is cut in the future it will not affect the services of the Victim Witness Office, but the retirement contributions will be taken from their wages. With the Board's approval, Mr. Skoric will submit a letter to the Attorney General's office to include retirement contributions as a part of the grant. Commissioner Tilden made a motion for Mr.

Skoric to submit a revised proposed budget to include retirement benefits to the grant, Commissioner Fulkerson seconded, and motion carried.

Adjourn.

Commissioner Tilden made a motion to adjourn, Commissioner Grosskopf 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