

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

Chairman Livingston called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, July 18, 2017. Present were Chairman Lee Livingston, Vice Chairman Loren Grosskopf, Commissioners Joe Tilden, Tim French, Jake Fulkerson, and Clerk Colleen Renner.

Sheriff Scott Steward led the audience in the Pledge of Allegiance.

Action Items and Other Business:

Approve-Minutes

The minutes from July 5, 2017, July 10, 2017, and July 11, 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 in the amount of \$402,195.58 which was one bi-weekly payroll to the Board for approval. Commissioner Grosskopf moved to approve payroll, seconded by Commissioner French 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>
2 M COMPANY, INC.	\$200.00
360 OFFICE SOLUTIONS	\$710.67
ALDRICH'S - POWELL	\$128.94
ALLIANT INSURANCE SERVICES, INC.	\$6,930.00
AT CONFERENCE	\$169.41
AT&T MOBILITY	\$111.30
B & B FLEET SERVICE	\$267.50
BAILEY ENTERPRISES, INC.	\$521.72
BAILEY ENTERPRISES, INC.	\$198.56
BAILEY ENTERPRISES, INC.	\$4,379.11
BEAR CO., INC.	\$12,440.10
BENNETT, M.D., THOMAS L.	\$3,900.00
BIG BROTHERS BIG SISTERS OF NW WY	\$1,757.33
BIG HORN CO-OP MARKETING ASSN.	\$2,641.93
BIG HORN TREE & SHRUB CARE LLC	\$990.00
BIG HORN WHOLESALE, INC.	\$1,907.19
BIG VALLEY BEARING & SUPPLY, INC.	\$57.08
BIGHORN MEDICAL CENTER	\$160.00
BLACK HILLS ENERGY	\$419.33
BLAIR'S MARKET	\$8.27
BLOEDORN LUMBER - POWELL	\$48.93
BROMLEY CONSTRUCTION	\$126.00
CAROLINA SOFTWARE	\$500.00
CARQUEST AUTO PARTS - #064250	\$13.28
CENTURYLINK	\$2,319.02
CENTURYLINK BUSINES SERVICES	\$16.16
CEW ENTERPRISES	\$10,650.00
CHRISTIE, LOGAN	\$111.28
CODY ACE HARDWARE	\$159.03
CODY ENTERPRISE	\$3,850.27
CODY, CITY OF	\$28,867.23
COPENHAVER KATH KITCHEN & KOLPITCKE LLC	\$400.00
CORRECTIONAL HEALTHCARE COMPANIES, INC.	\$37,736.57
COULTER CAR CARE CENTER	\$122.00
CRISIS INTERVENTION SERVICES	\$2,784.09
CRUM ELECTRIC SUPPLY CO.	\$424.00
DANIELS ELECTRONICS LTD.	\$12,706.68
DATA IMAGING SYSTEMS, INC.	\$205.78
DE HAAN ELECTRONICS	\$450.00

DENNY MENHOLT CHEVROLET BUICK GMC	\$60.11
ELECTION SYS & SOFTWARE, INC	\$21,003.00
ENGINEERING ASSOCIATES	\$76,412.61
FREMONT BEVERAGES, INC.	\$8.00
FREMONT MOTOR CODY, INC.	\$1,370.34
GALLS, LLC	\$148.04
GARLAND LIGHT & POWER CO.	\$956.81
GRAINGER	\$174.57
HEART MTN FARM SUPPLY	\$62.50
HEARTLAND AG - BUSINESS GROUP	\$35.00
INTERSTATE TIRE SERV. INC	\$50.00
JACKS TRUCK & EQUIPMENT, INC.	\$562.57
JOHN DEERE FINANCIAL	\$175.09
KANE FUNERAL HOME	\$380.00
KENCO SECURITY AND TECHNOLOGY	\$341.75
KOIS BROTHERS EQUIPMENT COMPANY, INC.	\$376.57
LAIR, CLAUDIA	\$27.82
LEON UNIFORM COMPANY, INC.	\$194.97
LINTONS BIG R, INC.	\$1,120.86
LOCAL GOVT. LIABILITY POOL	\$84,461.00
LOEPER, JESSICA	\$6,985.00
MAJESTIC LUBE, INC.	\$155.90
MARQUIS AWARDS & SPECIALTIES, INC	\$28.00
MATTHEW BENDER & CO., INC.	\$964.07
MCBROOM, MATTHEW A.	\$23.97
MEETEETSE, TOWN OF	\$118.04
MERCK SHARP & DOHME CORP.	\$2,676.07
MICKELSON, JOSEPH D	\$222.56
MONTANA-DAKOTA UTILITIES CO.	\$515.08
MORGENWECK, BARB	\$52.50
MOTOR PARTS, INC.	\$9.32
MOTOROLA SOLUTIONS, INC	\$19,757.60
MURDOCH OIL, INC.	\$8,259.25
NAPA AUTO PARTS	\$30.47
NEMONT	\$47.29
NORCO, INC.	\$23.52
NORTHWEST COLLEGE	\$710.00
NORTHWEST RURAL WATER DISTRICT	\$88.40
NORTHWEST WY FAMILY PLANNING	\$195.69
O'REILLY AUTO PARTS - POWELL	\$5.69
PARK COUNTY FAIR BOARD	\$86,637.73
PARK COUNTY LIBRARY BOARD	\$775,826.55
PARK COUNTY MUSEUM BOARD	\$97,161.32
PARK COUNTY PARKS & RECREATION BOARD	\$88,659.50
PENNO, KAYE	\$380.00
PENWELL, STEVE	\$117.01
POWELL ACE HARDWARE, LLC	\$166.90
POWELL LOCK	\$494.00
POWELL TRIBUNE, INC.	\$1,973.15
POWELL, CITY OF	\$7,740.25
PRO-BUILD - CODY	\$86.68
PRODUCTION MACHINE CORP.	\$270.00
PV BUSINESS SOLUTIONS	\$298.50
QUILL CORPORATION	\$221.38
ROCKY MOUNTAIN POWER	\$328.56
SANDERS PLUMBNG & HEATNG, INC.	\$10.00
SANOFI PASTEUR, INC	\$861.17
SHOSHONE OFFICE SUPPLY, INC.	\$1,133.59
STOTZ EQUIPMENT	\$32.02
STROUPE PEST CONTROL, CO.	\$280.00
SYSCO FOOD SERVICES OF MONTANA	\$1,380.98
TARA KUIPERS CONSULTING	\$50.00
TCT WEST, INC	\$8,599.83
THOMPSON REUTERS - WEST	\$678.37
TITAN MACHINERY	\$210.50
TRACTOR & EQUIPMENT CO	\$169.55
TRI STATE TRUCK & EQUIP, INC	\$885.10
UPS STORE, THE	\$93.32
VISA - #0068 - B. POLEY	\$52.39
VISA - #0100 - B. SKORIC	\$15.00

VISA - #0225 - W.E. CRAMPTON	\$648.60
VISA - #9515 - P. LINDENTHAL	\$100.00
VISA - #9689 - M. CONNERS	\$127.45
VISA - #9754 - T. BARRETT	\$3,852.43
VISA - #9762 - S. STEWARD	\$1,808.88
VISION WEST, INC.	\$168.00
W.A.R.M. PROPERTY INSURANCE POOL	\$184,405.33
WALSH - GAFFIELD, NICOLE	\$62.81
WESTERN EMULSIONS INC	\$1,622.50
WHITE INK, LLC	\$44.50
WHITLOCK MOTORS	\$793.76
WILD WEST CONSTRUCTION	\$1,500.00
WISCONSIN DEPT OF TRANSPORTATION	\$2.00
WOODWARD TRACTOR & RENTAL, INC	\$483.35
WPCI CONSULTANTS, INC.	\$117.00
WYOMING COUNTY ASSESSORS ASSOCIATION	\$370.00
WYOMING COUNTY COMMISSIONERS ASSN	\$18,091.00
WYOMING DEPARTMENT OF EMPLOYMENT	\$210.86
WYOMING DEPARTMENT OF HEALTH	\$336.00
WYOMING DEPARTMENT OF HEALTH/PBL HLTH LB	\$171.00
WYOMING GUARDIAN AD LITEM PROGRAM	\$4,223.93
WYOMING STATE PUBLIC DEFENDER	\$800.00
WYOMING WATER WORKS	\$126.00
YANKEE CAR WASH	\$211.37
YELLOWSTONE COUNTRY ASSISTANCE NETWORK	\$2,000.00
YOUTH CLUBS OF PARK COUNTY	<u>\$6,146.51</u>
TOTAL	<u>\$1,671,415.42</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 French and motion carried.

Approve and allow Chairman to sign Eighth Amendment to the Agreement for Inmate Health Care Services with Correctional Healthcare Companies, LLC (Scott Steward, Park County Sheriff)

Sheriff Steward presented the annual agreement for Inmate Health Care Services. The monthly installment is \$19,121.48. This amount was approved during the budget session. Commissioner Grosskopf made a motion to accept the agreement and allow the Chair to sign, Commissioner Tilden seconded, and motion carried.

Request permission to hire replacement dispatcher (Scott Steward, Park County Sheriff)

Sheriff Steward filled the Administrative Assistant position by moving an employee from dispatch and requested permission to fill the now open dispatch position. Sheriff Steward may also need to fill the dispatch supervisor disposition, as the current one may be moving. After discussion, Commissioner Fulkerson made a motion to allow the filling of the dispatch position and the supervisor position, should it open, Commissioner French seconded and motion carried.

Request permission to hire replacement employee (Pat Meyer, Park County Assessor)

Mr. Meyer requested permission to hire a full time employee to replace one retiring at end of the month. This position will be an appraisal trainee and will make at \$5 less per hour. There was discussion regarding a 90-day wait period before filling the position. Commissioner Fulkerson made a motion to wait 90 days to evaluate the need to fill the position, motion died for a lack of a second. Commissioner Tilden made a motion allow the Assessor to fill the position, Commissioner French seconded, Commissioner Fulkerson was opposed, and motion carried.

Approve and allow the Chairman to sign Q3 TANF/CPI Report & Voucher; \$14,376.38 (Nicholle Gerharter, Executive Assistant)

Ms. Gerharter presented the third quarter TANF/CPI voucher for reimbursement from the state. Commissioner French made a motion to allow the chair to sign, Commissioner Tilden seconded, and motion carried.

Request permission to hire temporary employee in Solid Waste (Tim Waddell, Solid Waste Manager)

Mr. Waddell requested approval to hire a temporary gate attendant in the absence of an employee. The rate of pay would begin at \$12.84, this will not affect his budget. Commissioner Fulkerson made a motion to allow the hiring of a temporary gate attendant, Commissioner Grosskopf seconded, and motion carried.

Dusty Lasseter, Wyoming Game and Fish Department, Bear Wise Coordinator RE: Request permission to install electric fence at Park County Landfill, Cody

Mr. Lasseter has secured funding for the electric fence and requested permission to install it. He addressed the concerns that the public have regarding the fence forcing the bears into town. His objective is to keep bears from becoming habituated to people and food rewards, keeping bears wild.

Commissioner Grosskopf asked Mr. Lasseter who will maintain and pay for the electricity. Mr. Lasseter stated that the county would be responsible for both.

Several members of the public and those representing groups spoke to the Board; one was opposed, two in support.

Commissioner Grosskopf made a motion to move forward with installation and for Mr. Lasseter to work with Mr. Waddell to proceed, Commissioner Fulkerson seconded and motion carried.

Linda Gillett, Planning Director RE: Public Hearing: Request to amend New Mount Carmel Foundation, Inc. Special Use Permit-113

Chairman Livingston opened the public hearing. The applicants requested to amend their SUP to increase the footprint of the roasting barn. The original was a two-story structure with a 7,500 square footage (sf) footprint and a second story of equal size. The amendment requests permission to build a one-story structure with approximately 15,010 sf. This property is located at the end of Meeteetse Creek Road. Chairman Livingston asked for public comments, there being none Commissioner Grosskopf made a motion to close the public hearing, Commissioner Tilden seconded and motion carried.

Commissioner Tilden made a motion to approve the amendment with the condition that they follow the drainage plans conditions stated in the resolution, Commissioner French seconded and motion carried. **RESOLUTION 2017-33**

Kim Dillivan, Planner II – RE: Holly SS-246, final plat

Mr. Dillivan presented the Final Plat for consideration of the William Holly Simple Subdivision which would create two-lots, lot one 5.06 acres and lot two 6.81 acres. Both lots will be single family residential use. The parcel is approximately 3 miles southwest of Cody. Lots are surrounded by mixed residential and agricultural land use. The Holly subdivision is classified as, and has met the standards for, a simple subdivision. Access requirements have been met, easements are shown on the final plat, and soil report indicates features that could limit both dwellings with basements and septic tank absorption fields. The location and design of the subdivision meets county requirements for minimal impact to the environment. Currently Northwest Rural Water District has a moratorium on new taps in the Southfork area.

After discussions and comments from those present, even though it was not a public hearing, Commissioner French made a motion to approve the Holly Simple Subdivision, Commissioner Tilden seconded. Commissioner Fulkerson felt the county was giving too much latitude regarding road improvements and opposed the motion, Commissioner Grosskopf also opposed, Chairman Livingston voted for the motion, and motion carried. **RESOLUTION 2017-34**

Kim Dillivan, Planner II – RE: Public Hearing: Forconi Group Home Special Use Permit-155

Chairman Livingston opened the public hearing. Mr. Dillivan presented the request to allow a group home on property owned by Ms. Forconi. One residential structure currently exists on the property and the applicant would like to construct an additional residential structure capable of housing up to 4 adults (4 bedrooms). This residential home would house adults with mental and/or physical disabilities who require assistance while performing daily activities. This home would be licensed by the state of Wyoming and staffed 24/7 by personal care attendants. The property is 14.46 acres and is approximately 1 mile east of Ralston. The use as defined is allowed in this zoning district provided a SUP is approved.

Should the SUP be approved, the residence must have a new SWW system approved and permitted by the county.

Findings for special use permit are in harmony and compatible with surrounding land uses and with the neighborhood and will not create a substantial adverse impact on adjacent properties. There are adequate services and infrastructure to serve the use, or applicant has agreed to provide services. The use complies with all specific criteria stated in the regulations and also with the additional requirements of overlay districts, if applicable.

Chairman Livingston called for public comments: Bethia Hyatt from Bonner Law Firm, representing the opposition, addressed many concerns that surrounding land owners have in response to this special use permit. Letters were also received requesting denial of this special use permit.

Commissioner Tilden stated there are too many unanswered questions to staff and the applicant and made a motion to continue the public hearing so more information could be gathered, Commissioner French seconded and motion carried. The continuation is set for August 1 at 1 pm. Chairman Livingston thanked everyone for coming and noted the continuation is an opportunity to hear from all of the public who would like to comment.

Hans Odde, First Deputy Clerk – RE: Public Hearing: New liquor license application; Brad Wagler, DBA Wagler Meats

Chairman Livingston opened the public hearing. Mr. Odde presented a new liquor license application for Brad Wagler, DBA Wagler Meats, who also holds a license under the name of Mountain View Resort LLC. This is allowable by state statute. The address is #2 Streamside Drive. All requirements have been met in regards to approval from the state, and the Sheriff.

Commissioner Livingston noted concerns have been brought to their attention regarding the septic system. Ms. Gillett, Park County Planning Director, reported that DEQ has notified them the system is not adequate for another business to be located on the premises. After discussion and no public comment, Commissioner Tilden made a motion to close the public hearing, Commissioner Fulkerson seconded and motion carried.

After further discussion, Commissioner Fulkerson made a motion to continue the hearing on August 1 at 11:10 a.m. so questions could be answered, Commissioner French seconded, Commissioner Tilden opposed, motion carried.

Hans Odde, First Deputy Clerk – RE: Public Hearing: Receive oral comments on proposed rules and regulations governing the licensing of liquor sales

Chairman Livingston opened the public hearing. This resolution is to establish liquor rules in Park County in response to legislative changes. With direction from state and county attorneys, this resolution addresses hours of operation, age limits, packaged liquor, and establishments holding a restaurant license within Park County. Commissioner French asked if the resolution could be revisited at a later date, should the need arise. Mr. Odde assured the Board that changes can be made. Chairman Livingston called for comments from the public, there being none Commissioner Tilden made a motion to close the public hearing, Commissioner Grosskopf seconded, and motion carried.

Hans Odde, First Deputy Clerk – RE: Adopt rules and regulations governing the licensing of liquor sales

Commissioner Tilden made a motion to approve and sign the resolution with the changes noted, Commissioner Grosskopf seconded, and motion carried.
RESOLUTION 2017-35

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

Mr. Crampton reported on the end of year, which brought in more income than expected. The Maternal Child Health Contract was returned and will not be in force until all new signatures are received. At the present, he will have no monies to cover the wages of the employee who has worked since July 1. After further discussion regarding the wages and using funds available to do a budget amendment at the end of the year, Commissioner Fulkerson moved to approve the contract and allow the Chairman to sign new contract, Commissioner Grosskopf seconded and motion carried.

Mr. Crampton has been in discussions with Northwest Family Planning regarding sharing space in Powell, which could be a win-win situation for both entities. The Board requested that Mr. Crampton set schedule a time for both parties to come before them and discuss the possibility of shared space. There would need to be a contract or agreement for liability issues.

Commissioners – RE: Clark’s Fork Toilet project

Commissioner Grosskopf has contacted the BLM regarding the portable toilet, which the public understood would become permanent. Groups have agreed to help maintain the facility once it is completed. BLM reports no funding available to begin the building and wait for reimbursement. Commissioner Grosskopf would like to see the project move forward and the county be the funding pass-through agency, but will wait until he hears more from BLM, the Nez Perce, and the Forest Service.

Executive Session.

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

Adjourn.

Commissioner French 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