

Park County Board of County Commissioners
Regular Meeting
Wednesday, July 5, 2017

Chairman Livingston called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Wednesday, July 5, 2017. Present were Chairman Lee Livingston, Vice Chairman Loren Grosskopf, Commissioners Joe Tilden, Tim French, Jake Fulkerson, and Clerk Colleen Renner.

Commissioner Fulkerson led the audience in the Pledge of Allegiance.

Action Items and Other Business:

Approve-Minutes

The minutes from June 19, 2017, June 20, 2017, and June 27, 2017 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 \$394,786.74 which is one bi-weekly payroll to the Board for approval. Commissioner Grosskopf moved to approve payroll, seconded by Commissioner Tilden and motion carried.

Request to approve H.E.A.L.T.H. Incentive Payout (Bobbie Hinze, Payroll)

The payout total was \$41,900 for 68 participants who completed the health incentive. The total participation has gone from 168 to 201 since last year. Commissioner Grosskopf made a motion to approve the incentive payout Commissioner Tilden seconded and motion carried.

Request permission to hire replacement employee (Mike Garza, Buildings & Grounds Superintendent)

Mr. Garza requested permission to replace an employee. This position is part-time, 25 hours per week, 5 days a week. If not filled another custodial position would be given overtime or benefits. Commissioner Fulkerson made a motion to allow Mr. Garza to fill the position Commissioner Tilden seconded. Commissioner Grosskopf stated that at some point we may need to enforce the freeze and not refill positions. Motion carried.

Request to approve two tax rebates exceeding \$5,000 for Marathon Oil in the amount of \$5,421.40 and \$5,225.94 (Barb Poley, Park County Treasurer)

Ms. Poley presented to the board two tax rebates, which will affect School District 16 in Meeteetse. Commissioner Grosskopf made a motion to pay Marathon Oil for the full amount of the two tax rebates, Commissioner French seconded and motion carried.

Request permission to hire temporary employees (Barb Poley, Park County Treasurer)

Ms. Poley has an employee on 12 weeks of leave. This hiring will not affect her payroll budget. The twenty hours per week will help with the filing and prevent them from getting behind Commissioner Tilden made a motion to approve the temporary employees for 20 hours a week, Commissioner Grosskopf seconded and motion carried.

Approve and allow Chairman to sign Maternal and Child Health contract (Bill Crampton, Public Health Nurse Manager)

Mr. Crampton submitted the Memorandum of Understanding between Wyoming Department of Health and Park County for the commissioner's approval. Commissioner Tilden made a motion to approve the document and allow the chairman to sign, Commissioner French seconded and motion carried.

Approve and sign letter to Big Horn Basin elected officials regarding regional waste disposal options (Commissioners)

This letter outlines options for regional waste disposal and opportunities for cost savings. The letter will be sent and a follow-up call will take place in a couple weeks. Commissioner Fulkerson made a motion to approve the letter and send it elected officials in the Big Horn Basin. Commissioner Grosskopf seconded and the motion carried.

Approve and allow Chairman to sign Urban Boundary and Roadway Functional Classification Concurrence, removal of SH120 from the National Highway System (Commissioners)

The WYDOT Planning Division made a recommendation to the Urban Systems Board that SH120 (North of Big Horn Avenue/16th Street intersection) be withdrawn from the National Highway System. There is no fiscal impact to the City or County associated with this request. Commissioner Grosskopf made a motion to approve and allow the Chairman to sign, Commissioner French seconded and motion carried.

Sign letter of intent and approve funding, \$3,500, to install electric fence at the Park County Landfill near Cody (Commissioners)

At the June 20, 2017 meeting, a motion was made and passed that agreed to match the contributions of an environmental organization, up to \$3,500. It is the Board's understanding that the Greater Yellowstone Coalition had agreed to offer \$3,500 toward this bear-proofing project. Chairman Livingston does not want any funding to go towards this project as it will not keep bears from getting into suburbia. Permission and an easement from the Bureau of Land Management may be required. Mr. Tim Waddell, solid Waste Manager, would like to have a discussion regarding installation and gates. Commissioner French requested attendance from the Wyoming Game and Fish to plan the fence. Commissioner Tilden made a motion to pay this amount when an invoice is received, Commissioner Grosskopf seconded, and motion carried.

Approve and allow Chairman to sign the Management Letter for Carver, Florek & James, CPA's, for the annual audit (Colleen Renner, Park County Clerk)

Commissioner Grosskopf made a motion to approve and allow the Chairman to sign the letter, Commissioner Fulkerson seconded, and motion carried.

Kim Dillivan, Planner II - RE: Final plat review of HBVII SS-243 simple subdivision, aka 57 Corbett Road SS-243

Mr. Dillivan requested approval of the final plat application of Hamilton Bryan to create a two-lot simple subdivision with proposed Lot 1 being 19.78 acres and proposed Lot 2 being 12.06 acres, both for single family residential use. The location is approximately 5 miles northeast of Cody city limits. The property lies in a General Rural 5-Acre. A traffic count averaged 54 vehicles a day which is classified as a local access road.

After review by the Planning & Zoning Commission, the staff recommendation is approval with the condition noted in Resolution 2017-3, the applicant shall provide all easements as requested by applicable utilities, special districts, irrigation districts or public agencies providing service. Easements shall not be less than 20 feet in width and must be identified on the final plat. Park County Weed & Pest recommends a long term noxious weed control plan for this property. Developer must submit irrigation distribution plan to the state, and must

complete a subsurface evaluation. Water availability and quality must also be stated on the final plat.

Commissioner Tilden made a motion to approve the final plat with the conditions noted, Commissioner Grosskopf seconded with the acceptance of the access letter being recorded and the Planning & Zoning resolution's water recommendation. Motion carried.

Resolution 2017-29.

Colleen Renner, Park County Clerk – RE: Consider and approve budget amendments, fiscal year 2016-17

Clerk Renner presented the amendment to increase funding to the following departments to cover unanticipated expenditures during fiscal year 2016-17. District Court Judge, Youth Services, Couth Clerk, County Engineer, Capital Projects, Public Health Officer and Public Health. Total increase for the county budget is \$157,230.86. Commissioner Tilden commented that the overall budget for the county was not overspent, so no money was transferred out of reserves. Commissioner Fulkerson made a motion to accept the amendments, Commissioner French seconded, and motion carried. **RESOLUTION 2017-28.**

Martin Knapp, Homeland Security Coordination RE: Present for approval a disaster declaration related to flooding June 3-15, 2017

Mr. Knapp presented a declaration to declare Park County a flood disaster. The county's damages are well above the minimum amount to claim a disaster. Mr. Knapp included Road 7RP into the request. Mr. Brian Edwards, County Engineer will work with Mr. Knapp to determine costs and damages. Commissioner Grosskopf made a motion to approve with the resolution, Commissioner French seconded and motion carried. **RESOLUTION 2017-30.**

Liaison Reports

Commissioner Fulkerson had no report.

Commissioner Grosskopf reported on the Health, Wellness & Safety Committee which has a 20% increase in participation over the last few years. He believes this is attributed to emails, education from the Clerks' office and wellness incentives given to employees. He also updated the Commissioners on the ongoing projects of the Forest Service, Travel Management, Bureau of Land Management (BLM), Parks and Recreation and Cody Labs.

Commissioners Livingston and Tilden had no reports. Commissioner French reported that the project at the Cody Shooting Complex is currently on hold awaiting BLM funding.

Executive Session.

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

Commissioner Tilden made a motion to adopt the proposal as discussed pertaining to merit increases for key employees, Commissioner Grosskopf seconded and motion carried.

Chairman Grosskopf made a motion to grant all employees, except Elected Officials and First Deputies a one-time bonus in three increments, \$1000 for employees who work more than 30 hours per week; \$750 for those who work 30 to 20 hours and \$500 to employees who work 20 hours or fewer. Employees may be given the choice of a cash bonus with taxes withheld or a Health Savings Account contribution, this payment would be to all employees, in addition to any merit increases. Commissioner Fulkerson seconded, Commissioner Tilden and French opposed, Chairman Livingston voted in favor, and the motion carried.

Commissioner Grosskopf made a motion to calculate the percentage of Park County employee payroll given in merit and on-time bonus and to grant that

same percentage to the library and museum boards. Those boards can make the decisions on how to spend the money. Commissioner Fulkerson seconded the motion, Commissioner French opposed and the motion carried.

Adjourn.

Commissioner Tilden made a motion to adjourn, Commissioner Fulkerson 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