

Park County Board of County Commissioners
Regular Meeting
Tuesday, September 5, 2017

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

Chairman Livingston led the audience in the Pledge of Allegiance.

Action Items and Other Business:

Approve-Minutes

The minutes from August 15, 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 \$543,159.29 which includes the insurance premium for the month and monthly elected payroll in the amount of \$84,002.50, which also included insurance. 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 Grosskopf and motion carried:

Payee	Amount
307 Glass - Willie Onstine	\$275.00
360 OFFICE SOLUTIONS	\$2,263.37
ALBERTSONS - SAFEWAY	\$135.95
ALDRICH'S - POWELL	\$43.85
AT&T MOBILITY	\$2,494.29
B & B FLEET SERVICE	\$2,925.00
BARRETT, TEECEE	\$77.79
BASIN MECHANICAL, INC.	\$744.58
BEAR CO., INC.	\$25.00
BEARTOOTH ELECTRIC COOP	\$72.47
BENNETT, M.D., THOMAS L.	\$3,900.00
BIG HORN RURAL ELECTRIC COMPANY	\$380.73
BIG HORN WHOLESALE, INC.	\$3,228.16
BIGJON'S BACKHOE SERVICES LLC	\$600.00
BLACK HILLS ENERGY	\$1,040.49
BLAIR'S MARKET	\$90.84
BLOEDORN LUMBER - POWELL	\$91.14
BOB BARKER COMPANY	\$205.16
BRANDON-WINTERMOTE, KIMBERLY	\$177.82
BRAZELTON, LILLIAN	\$57.78
CENTURYLINK	\$2,571.38
CENTURYLINK BUSINES SERVICES	\$10.28
CHARTER COMMUNICATIONS	\$388.44
CODY ACE HARDWARE	\$327.73

CODY ENTERPRISE	\$662.76
CODY WINNELSON CO.	\$245.95
CODY, CITY OF	\$24,095.53
CONTROL SOLUTIONS, INC.	\$102.00
COULTER CAR CARE CENTER	\$162.50
CROFT, KIMBALL	\$348.82
CRUM ELECTRIC SUPPLY CO.	\$468.56
D&G ELECTRIC, LLC	\$533.16
DICK JONES TRUCKING	\$1,586.51
DLT SOLUTIONS, LLC	\$2,197.38
ENGINEERING ASSOCIATES	\$9,178.25
FASTENAL	\$85.29
FREMONT MOTOR CODY, INC.	\$316.27
FREMONT MOTOR POWELL, INC.	\$246.82
GALLS, LLC	\$285.27
GRAINGER	\$1,126.68
GREENWOOD MAPPING, INC.	\$5,400.00
HEARTLAND PAPER COMPANY	\$804.24
HOLDER, BOBBIE JO	\$238.08
HOWARD, FRED L	\$184.24
INTERSTATE BATTERIES	\$331.90
JACKS TRUCK & EQUIPMENT, INC.	\$2,160.30
KANE FUNERAL HOME	\$380.00
K-B COMMERCIAL PRODUCTS	\$351.50
KEEGAN, KRISJANSONS & MILES, PC	\$3,927.90
KENCO SECURITY AND TECHNOLOGY	\$1,566.75
LAIR, CLAUDIA	\$27.82
LINTONS BIG R, INC.	\$418.65
LOEPER, JESSICA	\$9,635.00
MAJESTIC LUBE, INC.	\$148.85
MCBROOM, MATTHEW A.	\$23.97
MCCARTY, REED, & EARHART, ATTYS L.C.	\$1,110.00
MEETEETSE, TOWN OF	\$121.70
MERCK SHARP & DOHME CORP	\$2,250.68
MEYER, PAT	\$200.00
MOHLER, TYCEE JO	\$724.51
MONTANA-DAKOTA UTILITIES CO.	\$575.18
MORLAN, JAMEY	\$48.50
MORRIS, SANDIE	\$29.13
MORRISON, MARION	\$182.10
MOTOR PARTS, INC.	\$31.43
MOUNTAIN WEST COMPUTER	\$1.88
NATIONAL BUSINESS SYSTEMS	\$3,104.56
NEMONT	\$95.66
NORTHWEST WY FAMILY PLANNING	\$782.76
OFFICE SHOP, THE	\$6,905.41
OLSEN, RACHEL	\$303.88
PENNO, KAYE	\$380.00
PFIZER INC.	\$546.20
PITNEY BOWES, INC. - A/R	\$161.49
PLANET HEADSET	\$269.00
POSITIVE PROMOTIONS	\$111.75
POST AND ASSOCIATES	\$400.00
POWELL ACE HARDWARE, LLC	\$366.27
POWELL ELECTRIC	\$159.54

POWELL LOCK	\$240.00
POWELL TRIBUNE, INC.	\$458.88
POWELL WELDING AND INDUSTRIAL SUPPLY LLC	\$27.75
POWELL, CITY OF	\$16,114.88
PRO-BUILD - CODY	\$1,133.82
PRODUCTION MACHINE CORP.	\$659.60
PUTNEY, LINDA	\$199.22
QUILL CORPORATION	\$55.61
RAPID FIRE PROTECTION, INC	\$2,890.00
REED, DARLENE	\$423.53
RIMROCK TIRE CO - CODY	\$1,250.45
RIMROCK TIRE CO - POWELL	\$6.95
ROCKY MOUNTAIN POWER	\$1,843.34
ROVENNA SIGNS & DESIGN	\$204.00
SANOFI PASTEUR, INC	\$7,548.51
SCHRADER METAL & DESIGN, INC.	\$4,995.00
SELBYS, INC.	\$746.52
SHERWIN-WILLIAMS STORE - CODY	\$178.40
SHOSHONE OFFICE SUPPLY, INC.	\$275.96
SIMPSON, BILL	\$33.10
STROUPE PEST CONTROL, CO.	\$95.00
SYSCO FOOD SERVICES OF MONTANA	\$2,776.26
TCT WEST, INC	\$8,600.64
TESSCO INCORPORATED	\$1,478.19
TITAN MACHINERY	\$93.02
TORCZON, JOE	\$10.00
TORRINGTON TELEGRAM	\$230.00
TRACTOR & EQUIPMENT CO	\$803.50
TRI STATE TRUCK & EQUIP, INC	\$1,811.67
UPS STORE, THE	\$85.80
UW EXTENSION	\$50.00
VARDIMAN, JEREMIAH	\$150.87
VERIZON WIRELESS	\$50.04
VERIZON WIRELESS	\$71.22
VERIZON WIRELESS	\$215.62
VERIZON WIRELESS	\$27.05
VILOS, BRANDEN S.	\$166.92
VISA - #9721 - M. GARZA	\$244.85
VISIONARY COMMUNICATIONS, INC.	\$78.30
W.A.C.O.	\$325.00
WAL MART COMMUNITY/GEMB	\$405.82
WCTA	\$20.00
WEBSTER, II, C.E., ATTORNEY LLC	\$200.00
WHITLOCK MOTORS	\$42.35
WYOMING BEHAVIORAL INSTITUTE	\$2,055.00
WYOMING CORONERS' ASSOCIATION	\$125.00
WYOMING FINANCIAL INSURANCE	\$50.00
WYOMING FIRE SAFETY, LC	\$80.00
WYOMING INFORMATION TECHNOLOGY DIV	\$54.59
WYOMING LAW ENFORCEMENT ACADEMY	\$650.00
WYOMING STATE ENGINEERS OFFICE	\$1,000.00
WYOMING WATER WORKS	\$270.00
YELLOWSTONE REGIONAL AIRPORT	\$891.00
TOTAL	<u><u>\$170,723.06</u></u>

Request permission to hire temporary employee (Tycee Mohler, 4-H & Youth Development Educator)

Ms. Mohler requested permission to hire a part-time temporary employee to cover for an employee who will be on leave. There will be no additional cost to the budget. Commissioner Tilden made a motion to approve the temporary hiring, Commissioner Fulkerson seconded and motion carried.

Request permission to hire two replacement employees (Buildings & Grounds Department)

Mr. Garza requested via email to replace two full-time custodial positions. The rate of pay will remain the same. Commissioner Fulkerson made a motion to approve with no overall salary increases, Commissioner Tilden seconded and motion carried.

Request to approve two tax rebates exceeding \$5,000 for Marathon Oil in the amounts of \$6,269.49 and \$5,324.28 (Barb Poley, Park County Treasurer)

Ms. Poley presented two tax rebates to the commission that affect School District 16. Commissioner Grosskopf made a motion to approve payment in full, Commissioner Tilden seconded and motion carried.

Approve and allow Chairman to sign lease agreement with Northwest Family Planning for space at the Powell Complex (Bill Crampton, Public Health Nurse Manager)

Mr. Crampton presented the lease to the Commissioners, which has been approved by Park County Attorney Mr. Skoric. Commissioner Tilden made a motion to approve and allow the chair to sign the lease presented, Commissioner Grosskopf seconded, Commissioner French opposed and motion carried.

Request permission to hire replacement employee (Brian Edwards, Park County Engineer)

Mr. Edwards is requesting to fill an operator position within Road & Bridge. The employee is retiring and makes \$19.30 an hour and will be replaced with an Operator 1 at \$13.71. After discussion, Commissioner Grosskopf made a motion to approve hiring a replacement, Commissioner French seconded and motion carried.

Approve and allow Chairman to sign Federal Highway Administration Federal Lands Highway Agreement DTFH68-17-E-00067 for County Road 6WX (Brian Edwards, Park County Engineer)

Mr. Edwards submitted an application to the Federal Lands Access Program for Road 6WX. The work required will include the development of a scoping summary, scoping report, and preliminary estimate for design, construction, and construction engineering to verify the scope and cost for the proposed project. This will cover a 7-mile segment of the Southfork Road. The cost to complete the scoping work is \$10,000 and should be completed no later than August 31, 2018. This project will be completed and funded using the 1% special use tax.

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

Approve and sign letter to Wyoming Business Council to request an extension on Project GS-0002843, Park County Fairground Improvements (Colleen Renner, Park County Clerk)

Clerk Renner presented a letter asking for an extension of end date, which will allow time for completing of Phase 2 within the grant scope. Commissioner Tilden made a motion to approve and sign letter, Commissioner Fulkerson seconded and motion carried.

Approve and allow Chairman to sign Federal Fiscal Year 2018 Temporary Assistance for Needy Families/Community Partnership Initiative (TANF/CPI contract; \$62,000.00 (Nicholle Gerharter, Executive Assistant)

Ms. Gerharter presented the contracts. Contracts with sub recipients over ten thousand dollars have additional provisions. The County Attorney has approved the contracts for those listed.

- Big Brothers Big Sisters of Northwest Wyoming; \$8,809.76
- Crisis Intervention Services; \$11,196.37
- Northwest College Center for Workforce Training & Development; \$9,804.29
- Northwest Wyoming Family Planning; \$8,863.80
- Youth Services of Park County; \$23,325.78

Commissioner Grosskopf made a motion to approve and allow chair to sign the TANF/CPI contract between Park County and the State of Wyoming, Commissioner Tilden seconded, Commissioner French opposed and motion carried.

Commissioner Grosskopf made a motion to accept and sign the individual contracts for the above listed entities, Commissioner Fulkerson seconded, Commissioner French opposed and motion carried.

Approve and allow Chairman to sign malt beverage permit for Field of Dreams Softball Tournament, September 16, 2017 (Hans Odde, First Deputy Clerk)

Mr. Odde presented a permit for Johnson Farms at 2028 Lane 11 for the 2017 Field of Dreams Softball Tournament to be held on September 16, one day only. Commissioner Tilden made a motion to approve and allow chair to sign, Commissioner French seconded and motion carried.

Loren Grosskopf, Vice Chairman and Health & Wellness Committee Representative – RE: NACo Live Healthy options

Commissioner Grosskopf presented to the board “Live Healthy U.S. Counties” which is an exclusive prescription, dental and health discount program free to National Association of Counties (NACo) member counties. This is not an insurance program, it provides county residents with access to prescription, dental and health discounts. The county must be a part of the prescription component in order to offer either the health or dental discounts to residents. Commissioner Grosskopf confirmed that the county would only be the sponsor. After further discussion, it was decided to request additional information on marketing and then have further discussion.

Commissioner Grosskopf made a motion to move forward and check information on all three discounts: prescriptions, dental and health, Commissioner Fulkerson seconded, Commissioner French stated as long as it is just information at this point. Motion carried.

Scott Steward, Park County Sheriff – RE: Open vehicle bids; request permission to hire replacement Deputy

Mr. Steward received two bids in response to the request for three trucks and a small SUV for prison transport. Denny Menholt submitted a bid for a 2018 Chevy Traverse, all-wheel drive for \$24,997 and three 2018 Chevy Silverado trucks in the amount of \$77,922, including trade-ins. Fremont Motors of Cody submitted a bid for a 2108 Dodge Durango for \$26,420 and three 2018 Dodge Ram 1500s for \$65,552, including trade-ins. The vehicles to be traded are a 2011 Chevy Impala and three Ford Taurus. Mr. Steward would like to come back before lunch with recommendations.

Mr. Steward also requested permission to replace a deputy. Commissioner Fulkerson made a motion to allow the replacement of the deputy that retired, Commissioner Tilden seconded and motion carried.

Mr. Steward will have other vacancies coming up and would like to be able to fill the position without coming before the Board each time. Commissioner Fulkerson made a motion to give Sheriff Steward approval to replace existing personnel, not to exceed current step and grade, until January 1, Commissioner Tilden seconded. After discussion, Commissioner Grosskopf and French opposed, Chairman Livingston voted in favor and motion carried.

Teecee Barrett, Park County Events Coordinator – RE: Request permission to contribute funding to digital reader board in Powell

Christine Bekes from Powell Economic Partnership and Chamber of Commerce presented the possibility of purchasing a digital advertising board that would be placed outside the Chamber. The present board is dated, only gets changed when someone has time to update it, and can only display one event. A new board would scroll through upcoming events within the Powell community. They are requesting \$2,500 from the Park County Events Department, Northwest College, School District #1, and Westpark Hospital. They will look to the community to fund the rest with the Powell Charitable Organization (maybe called Powell Community Foundation?) matching up to \$6,000. If the funds are not raised, Park County will not be asked to contribute.

Commissioner Tilden made a motion to approve the request for \$2,500, Commissioner Grosskopf seconded and motion carried.

Cody Beers, Public Relations Specialist, Wyoming Department of Transportation (WYDOT) & Todd Frost, Resident Engineer, WYDOT – RE: Update on WYDOT projects in Park County

This was a follow-up to Director Panos' previous meeting. Mr. Beers described four sections of WY120 which will be seeing improvements through 2022. Mr. Frost gave brief descriptions on the timing of other projects. They also gave an update on Highway 14A past Road 2AB, across Corbett Bridge. The projected cost to rebuild 14A and make Corbett Bridge five lanes is \$14.3 million. Issues include crown of the road across the bridge, homes in the area, the costs of moving utilities, irrigation and more. Therefore, this is a project they will probably not look at in the future. Traffic numbers for 14A in 2016 were 5,346 Average Annual Daily Traffic (AADT) compared to 4,947 AADT in 2013. There were 43 crashes: 31 involved deer, 2 in an intersection and 1 in a driveway, resulting in 19 people injured and one death in May, 2015.

Commissioner French presented the idea of WYDOT placing a sign pointing to the Park County Fairgrounds. Commissioner Fulkerson asked about the parking lot by the small tunnel and was given an update that the lot should be complete by next spring. The Commissioners also received an update on the interactive signs that will be placed on the Northfork Highway, which will have seasonal options.

Amy Quick, Northwest Regional Director, Wyoming Business Council – RE: Introduction and update

Ms. Quick introduced herself and stated she was selected to fill the position that was vacated when Leah Bruscano retired at the end of 2016. Park County has received many funds over the years to complete projects. Commissioner Fulkerson welcomed her aboard and noted he was glad to see that the position was filled and regional directors at the local level are still in place. Ms. Quick stated she is still learning and plans on becoming more involved in certain areas of the county.

Tim Waddell, Park County Solid Waste Manager – RE: Set date for annual repayment of loan CWSRF#124; discuss repayment of accrued interest; designate authorized signer and attester for loan documents; approve resolution to pay all landfill loans at earliest date

Mr. Waddell reported that before the State can process loan #124, Park County needs to designate a date for loan payment. In the budget process, we designated December 1. Commissioner Grosskopf made a motion to pay in the September 19 voucher run and to pay accrued interest, Commissioner Tilden seconded and motion carried.

Commissioner Tilden moved to set the annual repayment date of November 1, Commissioner Fulkerson seconded and motion carried.

Commissioner Grosskopf made a motion to have the Chairman be the signer and the Clerk to attest the loan documents, Commissioner Tilden seconded and motion carried.

The Commissioners will have a work session between now and November 1 to discuss paying off this loan. Commissioner Grosskopf would like to make and the repayment an event and have DEQ representatives and the State Treasurer present.

Loren Grosskopf, Vice Chairman, Park County Commissioners & Colleen Renner, Park County Clerk – RE: Approve and allow Chairman to sign RCI Administrative Service Agreement Exhibit A

Clerk Renner read a report from Eric Deeg, Park County Insurance Consultant regarding the RCI increase in fees. Commissioner Grosskopf made a motion to approve and allow chair to sign, Commissioner Fulkerson seconded and motion carried.

Nickie Proffitt, Vice-Chair, Park County Library Board & Faith Johnson, Powell Branch Librarian – RE: Request permission to hire replacement employees

Ms. Proffitt and Ms. Johnson came before the board in Ms. Clymer's absence to present the board with three positions vacant at the Libraries. They requested permission to replace the Teen Services Coordinator and a 15-hour position at the Powell Branch and a provisional library clerk in Meeteetse. Commissioner Fulkerson made a motion to allow the three positions to be replaced at the library, Commissioner Grosskopf seconded and motion carried.

Letter to Bureau of Land Management (BLM) Acting Director

Commissioner Grosskopf will be in Washington DC to meet with the temporary acting director of the BLM and would like to present a letter reiterating the Board's support of the Sheep Mountain land purchase. Commissioner Tilden made a motion to approve the letter and present on behalf of the board, Commissioner Fulkerson seconded and motion carried.

Jeremy R. Quist, Assistant County Engineer – RE: Present road petitions for Road 6JM, County Road #54 and County Road #54b

Mr. Quist presented acknowledgement that petitions were submitted to the Clerk's office, are in order and complete. There is no time frame requirement on moving forward. Should the Board wish to proceed, they will adopt a resolution, appoint a viewer, and review petitions to decide what is in the best interest of the general public.

Bid Recommendation

Sheriff Steward returned at this time to give his recommendations on the bid opening. He recommended purchasing the SUV from Denny Menholt. Commissioner Tilden made a motion to accept his recommendation, Commissioner Grosskopf seconded and motion carried.

Sheriff Steward reported that both entities met the specifications for the trucks, the only difference being the power train warranty. After discussing the warranty, Commissioner Grosskopf made a motion to purchase the three Dodges from Fremont Cody, Commissioner Fulkerson seconded and motion carried.

Executive Session.

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

appoint Ysaac Amarillas to the Buffalo Bill Dam Visitor Center Board of Directors, Commissioner Tilden 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