

**Park County Board of County Commissioners**  
**Regular Meeting**  
Tuesday, February 20, 2018

Chairman Grosskopf called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, February 20, 2018. Present were Chairman, Loren Grosskopf, Vice Chairman, Jake Fulkerson Commissioners Lee Livingston, Tim French, Joe Tilden, and Clerk Colleen Renner.

Nicholle Gerharter led the audience in the Pledge of Allegiance.

**Action Items and Other Business:**

**Approve-Minutes**

The minutes from February 6, 2018 were presented to the Board for approval. Commissioner Tilden moved to approve the minutes as presented, seconded by Commissioner Fulkerson and motion carried.

**Approve-Payroll**

Payroll was presented in the amount of \$365,854.82 which was for one bi-weekly payroll for approval. Commissioner Livingston moved to approve payroll, seconded by Commissioner French and motion carried.

**Approve-Vouchers**

The following vouchers were presented to the Board for approval. Commissioner Livingston moved to approve the vouchers as presented seconded by Commissioner Fulkerson and motion carried:

<u>Payee</u>	<u>Amount</u>
307 Glass - Willie Onstine	\$75.00
A & I DISTRIBUTORS	\$931.61
ADAMSON POLICE PRODUCTS	\$770.00
AT CONFERENCE	\$196.54
AT&T MOBILITY	\$223.36
BAILEY ENTERPRISES, INC.	\$243.09
BAILEY ENTERPRISES, INC.	\$122.67
BAILEY ENTERPRISES, INC.	\$5,231.30
BEAR CO., INC.	\$4,411.16
BEARTOOTH ELECTRIC COOP	\$64.46
BIG HORN RADIO NETWORK	\$459.51
BIG HORN RURAL ELECTRIC COMPANY	\$293.02
BIG HORN WHOLESALE, INC.	\$1,669.94
BIG VALLEY BEARING & SUPPLY, INC.	\$40.48
BLACK HILLS ENERGY	\$8,975.77
BLAKEMAN PROPANE, INC.	\$2,633.17
BLOEDORN LUMBER - POWELL	\$475.40
BLR/BUSINESS & LEGAL RESOURCES	\$383.20
BOARDMAN, JEFF	\$500.00
BOB BARKER COMPANY	\$783.34
BRUCE, ROY	\$3,556.68
CAROLINA SOFTWARE	\$245.00
CARQUEST AUTO PARTS - #064250	\$1,168.68
CARQUEST AUTO PARTS - #274890	\$815.17
CC & G, INC.	\$9,900.00

CC & G, INC. - RETAINAGE	\$1,100.00
CHARTER COMMUNICATIONS	\$99.99
CHRISTIE, LOGAN	\$141.70
CODY ACE HARDWARE	\$209.62
CODY COUNTRY CHAMBER OF COMMERCE	\$100.00
CODY ENTERPRISE	\$3,427.75
CODY WINNELSON CO.	\$325.42
CODY, CITY OF	\$2,563.58
CORRECTIONAL HEALTHCARE COMPANIES, INC.	\$19,121.48
CROFT, KIMBALL	\$91.56
DARRAH LAW OFFICE, P.C.	\$1,934.24
DE HAAN ELECTRONICS	\$165.00
DENNY MENHOLT CHEVROLET BUICK GMC	\$877.33
EAGLE RECOVERY & TOWING	\$380.00
FREMONT BEVERAGES, INC.	\$16.00
GALLS, LLC	\$231.50
GARLAND LIGHT & POWER CO.	\$1,759.09
GROSSKOPF, LOREN M	\$654.38
HANSON CHEMICAL INC.	\$1,860.00
HEARTLAND PAPER COMPANY	\$6,565.00
HONNEN EQUIPMENT CO.	\$147,960.46
HOWARD, KATHERINE D.	\$91.56
IVERSON SANITATION	\$225.00
K-B COMMERCIAL PRODUCTS	\$3,451.29
KEEGAN, KRISJANSONS & MILES, PC	\$11,073.36
KEELE SANITATION	\$1,821.48
KLEINFELDT, DEBORAH	\$55.54
KPOW-AM	\$405.00
LEON UNIFORM COMPANY, INC.	\$136.50
LINTONS BIG R, INC.	\$19.59
LIVINGSTON, LEE	\$97.01
MAJESTIC LUBE, INC.	\$200.95
MARQUIS AWARDS & SPECIALTIES, INC	\$105.94
MASTER'S TOUCH, LLC	\$6,150.00
MCCARTY, REED, & EARHART, ATTYS L.C.	\$310.00
McINTOSH OIL, INC.	\$4,444.43
MEETEETSE SENIOR CENTER	\$25.00
MEETEETSE, TOWN OF	\$121.70
MICKELSON, JOSEPH D	\$255.06
MONTANA-DAKOTA UTILITIES CO.	\$3,350.84
MOTOR PARTS, INC.	\$83.95
MOUNTAIN WEST COMPUTER	\$49.62
MURDOCH OIL, INC.	\$23,227.88
NAPA AUTO PARTS	\$31.87
NORCO, INC.	\$48.60
NORTHWEST WY FAMILY PLANNING	\$984.85
O'REILLY AUTO PARTS - POWELL	\$29.98
PARK COUNTY LANDFILL	\$1,841.40
PITNEY BOWES, INC. - A/R	\$51.00
POSTMASTER, CODY WY	\$182.00
POWELL ACE HARDWARE, LLC	\$585.98

POWELL TRIBUNE, INC.	\$2,152.07
PRODUCTION MACHINE CORP.	\$6,120.27
RAMEY, VIRGINIA L.	\$8.50
RIMROCK TIRE CO - CODY	\$112.50
RIMROCK TIRE CO - POWELL	\$154.35
ROCKY MOUNTAIN POWER	\$1,230.38
SABER PEST CONTROL	\$80.00
SELBYS, INC.	\$211.98
SHOSHONE OFFICE SUPPLY, INC.	\$1,374.54
SIMPSON, KEPLER & EDWARDS, LLC	\$1,200.00
SKORIC, BRYAN	\$360.79
SYSCO FOOD SERVICES OF MONTANA	\$1,489.84
THOMPSON REUTERS - WEST	\$678.37
TITAN MACHINERY	\$2,958.64
TOWNEPLACE SUITES CHEYENNE	\$93.00
TRACTOR & EQUIPMENT CO	\$706.57
ULINE	\$110.44
UPS STORE, THE	\$12.71
VERIZON WIRELESS	\$50.06
VISA - #0118 - P. MEYER	\$302.38
VISA - #0191 - L. LIVINGSTON	\$1,683.57
VISA - #0225 - W.E. CRAMPTON	\$610.99
VISA - #9408 - B. EDWARDS	\$175.28
VISA - #9507 - C. RENNER	\$509.00
VISA - #9515 - P. LINDENTHAL	\$113.75
VISA - #9630 - T. POWER	\$15.00
VISA - #9689 - M. CONNERS	\$429.25
VISA - #9762 - S. STEWARD	\$2,058.70
VISA - #9861 - M. GARZA	\$1,183.22
VISA - #9879 - T. BARRETT	\$265.35
WHITE INK, LLC	\$60.50
WILLIAMS & SONS, LLC	\$440.00
WPCI CONSULTANTS, INC.	\$112.50
WYOMING COUNTY COMMISSIONERS ASSN	\$400.00
WYOMING DEPARTMENT OF EMPLOYMENT	\$190.99
WYOMING DEPARTMENT OF HEALTH	\$336.00
WYOMING STATE PUBLIC DEFENDER	\$400.00
YANKEE CAR WASH	\$59.00
<b>TOTAL</b>	<b><u><u>\$321,660.52</u></u></b>

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

**Request permission for out-of-state travel (Tim Waddell, Park County Solid Waste Manager)**

Mr. Waddell is requesting out of state travel to attend the National Solid Waste Conference, March 5-7 in Denver, Colorado for 30 hours class credit to remain certified. Commissioner Fulkerson made a motion to approve the out of state travel, Commissioner Livingston seconded, and motion carried.

### **Discuss advertising for Park County Planning Director replacement**

Ms. Gillett will be retiring and will stay with the county until a replacement is hired. After discussion of where to advertise, Commissioner Fulkerson made a motion to begin advertising with a deadline of March 16 at 4 p.m., Commissioner Tilden seconded, and motion carried.

### **Liaison Reports –**

Commissioner Tilden reported on the city-owned Humane Society building expansion plans and the need to have consideration from the airport.

Commissioner French attended the Fair Board meeting and also the Mardi Gras event, which was well attended by the public. He also reminded everyone about the Cody Shooting Complex's upcoming youth hunt.

Commissioner Livingston reported on the Park County Travel Council with regards to Yellowstone Park employees licensing vehicles and commercial licensing.

Commissioner Fulkerson reported on his attendance at the Game & Fish meeting regarding brookies and cutthroat reintroduction, which he felt went well. He also attended the Drug Court meeting and will now be serving as the treasurer for that committee. He also talked about the tour of the Lighthouse facility in Worland, which is very nice and has room to expand. The Plan Aging Voting Committee (PAVE) task force meeting is organizing and beginning discussions on how election equipment will be funded in the future. Title 25 was also a discussion in Worland with Bryan Skoric, Park County Attorney attending.

Commissioner Grosskopf reported on the Forward Cody new building located on Road 2AB. The Health, Safety & Wellness committee reports the last two months we are down \$200,000-300,000 in funding, but the model still is in place. He will be attending National Association of County Officials (NACO) meeting in Washington DC, March 3-8 where election and voting equipment, security and software will be one of the hot topics.

Hans Odde, First Deputy County Clerk, gave the dates for the Community Election meetings and also filled the Commissioners in on a conference call with Ms. Cheney's staff and Representative Northrup regarding taxation in Yellowstone Park. Mr. Odde contacted County Assessor, Pat Meyer and Treasurer, Barb Poley requesting additional information for Representative Northrup regarding tax collections in Yellowstone National Park.

### **Break**

### **Kim Dillivan, Planner II RE: Public Hearing: Sketch plan and final plat review for Reachard Minor Subdivision MS-25, re-subdivision of a 15.04-acre lot into 2 lots of 5 and 10 acres. Property is in the Marsh Subdivision with an address of 114 Stagecoach Trail**

Commissioner Grosskopf opened public hearing. Mr. Dillivan reported the creation of MS-25 results in two lots created from original parcel. These lots are surrounded mostly by residential land, although some vacant land is to the north, west and southwest. Both lots are extremely hilly ground and have existing residential buildings on both lots. Access requirements have been met. The residential lots are GR-5 zoning and allowed in this district. Notice of requirements for public hearing has been met. The submissions for sketch plan and final plat review are complete. Should these lots be further developed, proposed small wastewater systems must be permitted and inspected, conventional systems are likely feasible. No water analysis was conducted and the availability and quality of potable water is unknown. Cisterns may be required and the above statement must be on the final plat.

The applicant's shall provide all easements as requested by applicable utilities and special districts, irrigation districts, or public agencies providing the

service, but in no case shall utility easement be less than 20 feet in width. Access and easements must be identified on the final plat.

Commissioner Grosskopf called for public comment. There was one written comment received. Public Works also sent a letter. There being no comments from the audience, Commissioner French made a motion to close the public hearing, Commissioner Tilden seconded, and motion carried.

Commissioner Livingston made a motion to approve the sketch plan and final plat, Commissioner French seconded, and motion carried. **RESOLUTION 2018-10**

**Kim Dillivan, Planner II RE: Consider correction of a platting condition #7 on Kasinger SS-86, which prevents both current and future lot owners from further subdividing their property**

Mr. Dillivan requested the condition be removed from the plat. This request is generally consistent with the intent, standards and criteria specified in the Park County Development Standards and Regulations adopted September 15, 2015. After some discussion regarding past county and state regulations, Commissioner Fulkerson made a motion to allow the #7 condition on the plat be voided, Commissioner Tilden seconded, and motion carried. **RESOLUTION 2018-11.**

**Teecee Barrett, Events Coordinator RE: Fairgrounds facilities names**

Ms. Barrett reported that 45 days ago a notice was put out to gather suggested names for two buildings on the fairgrounds. The Fair Advisory Board has no preference to the suggestions that were given. Commissioner French made a motion to rename the Bi-Centennial Hall to Homesteader Hall and the new building to be called the Heart Mountain Hall, Commissioner Livingston seconded, and motion carried. They will now begin naming the conference rooms to go with the theme of the buildings and will present those ideas at a later date.

**Commissioners RE: Discussion open positions on Park County Museum Board, Park County Predator Management Advisory Board, and the Meeteetse Local Planning Area Advisory Committee**

Ms. Gerharter informed the Board there were no applicants received for the Park County Museum Board which had one open position for a Powell area representative. She will contact the Museum Board Chair and advise them of the vacancy and to bring forth a name of someone they know that might be interested.

The Park County Predator Management Advisory Board has one sportsman/hunter position open. Commissioner Tilden will reach out to the Wyoming Outdoorsman to see if they know of anyone that might be interested. Ms. Gerharter will also give this board Chair notification of this position.

The Meeteetse Local Planning Area Advisory Committee received six nominations but if all are appointed it will not follow the by-laws. Commissioner Fulkerson suggested appointing them all and have the group amend the by-laws accordingly. After discussion, Commissioner French made a motion to appoint two unincorporated and one incorporated and allow them to amend by-laws as they see fit, Commissioner Fulkerson seconded, and motion carried. The appointees are Shawn Christopherson as the incorporated member and Joseph Wagers and Wayne Potas as unincorporated members. A letter will be sent to all three with a copy going to Mayor Yetter.

**Commissioners RE: Beartooth Ranch in Clark, Wyoming**

Commissioner Grosskopf stated that back in December/January the extreme disrepair of the ranch was brought to the Commissioners' attention. After discussion that day, the board decided to write a letter to the Governor, Congressional representatives, and other state land officials to see what could be done about the Memorandum of Understanding with this seized property that the

State of Wyoming owns. Commissioner Grosskopf stated that both the Greater Yellowstone Coalition and Trout Unlimited sent letters to the Governor based on an early draft, which have created controversy and confusion. To date, the Commissioners' letter is still a draft.

Tim Wade with Trout Unlimited came before the board with comments regarding maintenance, public access, fishing, hunting and recreational purposes that the land is used for. Denise Kelsay wrote a letter in opposition of the proposed transfer to Park County. Commissioner Livingston stated that the Board gave no indication that they were going to deny public access.

Others who made public comments were Kristie Hoffert, Tracy Lewis, Len Fortunato, Lloyd Thiel, Ken Lichtendahl, Spence Benoit, Christina Denning, Dave Sweet, George Simonton, Karinthia Harrison, Breanne Thiel, and Craig Swanson with Game & Fish.

Commissioner Tilden suggested modifying the letter to the governor to explain the misunderstandings and to note that the Commissioners are in the process of forming a committee of interested stakeholders. Interested persons should leave their name with Ms. Gerharter, Administrative Assistant to the Commissioners. The letter will be approved at the next meeting.

## **Lunch**

### **Bryan Skoric, Park County Attorney RE: Consider/approve Step for two Deputy County Attorney positions**

Mr. Skoric presented two employees for a raise; Claudia Lair going from \$67,558 to \$75,000 and Branden Vilos from \$73,964 to \$79,000. Mr. Skoric has hired someone else and is changing duties for these two employees. This request should not affect his budget. Commissioner Tilden made a motion to approve the wage increases, Commissioner French seconded, and motion carried.

### **Executive Session.**

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

### **Bucky Hall, Chairman, Wyoming Public Lands Initiative RE: Discuss Wyoming Public Lands Initiative**

Mr. Hall reported the group is working on their recommendation on the High Lakes Wilderness Study Areas Commissioner French would like to see some sort of comments regarding the McCullough Peaks as well. The Board requested that WPLI have their proposal for the High Lakes to them no later than March 30.

Commissioner French made a motion not to send a letter to Ms. Cheney until after March 30 and that if a letter is sent, it include protection for the Peaks' "historical use", Commissioner Fulkerson seconded, and motion carried.

## **Break**

### **Executive Session.**

Commissioner Tilden moved to go into executive session pursuant to Wyoming State Statute § 16-4-405 (a) (ii), seconded by Commissioner French and unanimously carried. Commissioner Tilden moved to come out of executive

session, seconded by Commissioner French and unanimously carried. There were no decisions made in this session.

**Brian Edwards, Park County Engineer RE: Presentation of Viewers Report for vacation of Road 54, 54b and 6JM**

Mr. Edwards presented the Viewer's Report in accordance with State Statute § 24-3-106. He reviewed all known available information and historical records pertaining to these vacations. Consideration was given to both public and private convenience as well as the expense of the roads proposed for vacation. Upon hearing and reviewing the Viewer's Report the Board may choose to act to proceed on any or all of the specific sections of the road outlined in the petition. The Viewer's professional opinion would make the following recommendation for consideration by the board.

- 1) The Board should proceed with the vacation of Road 54b and this should be done separate and independent of actions take on Road 54 and Road 6JM.
- 2) The Board should carefully consider whether or not it is in the public's interest to establish a loop road over and across Road 6JM, portions of Road 54 and portions of Castle Rock Road as an extension to 6NS to 6WX. The Viewer states the cost to improve and maintain a loop road and replacing Bridge FII outweighs any known public benefits, therefore the Viewer's recommendation would be to vacate Road 6JM.
- 3) If the county does intend to create a loop road, then they should not vacate Road 6JM.
- 4) Regardless of the direction taken with Road 54b and 6JM, the Viewer's recommendation is that Road 54 not be vacated at this time.
- 5) If the Board chooses not to vacate Road 6JM, then the Viewer would recommend the county accept full responsibility for the improvement and ongoing maintenance of Road 6 JM and replace Bridge FII.
- 6) If the board chooses to vacate Road 6JM, the county should reserve access to any utilities that currently utilize the road.

Commissioner Livingston made a motion to accept the Viewer's Report as presented including attachments, Commissioner Fulkerson seconded, and motion carried.

**Commissioners RE: Additional liaison reports, including the Wyoming County Commissioners Association Legislative Conference**

Commissioner Tilden gave an update on the draft Memorandum of Understanding with Buffalo Bill State Park, written by Domenic Bravo, Division Administrator, Don Schmalz has also been working very hard on this. Commissioner Livingston suggested a road trip on March 13 to map out correct locations. Additional discussion will take place March 20.

The Board discussed the House Bills and Senate Files they had been watching the prior week when they attended the Wyoming County Commissioners Association meeting in Cheyenne.

**Continuation of Unfinished Business**

Commissioner Tilden made a motion to reappoint John Parsons to the Park County Travel Council, Commissioner Livingston seconded, and motion carried.

**Adjourn.**

Commissioner Livingston made a motion to adjourn, Commissioner Tilden seconded and the motion carried.

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Loren Grosskopf, Chairman

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Jake Fulkerson, Vice Chairman

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Tim A. French, Commissioner

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Lee Livingston, Commissioner

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Joseph E. Tilden, Commissioner

Attest:

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Colleen Renner, County Clerk