

Park County Board of County Commissioners
Regular Meeting
Tuesday, February 6, 2018

Chairman Grosskopf called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, February 6, 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 January 16, 2018 were presented to the Board for approval. Commissioner Livingston moved to approve the minutes as presented, seconded by Commissioner Tilden and motion carried.

Approve-Payroll

Payroll was presented in the amount of \$527,539.84 which included one bi-weekly with insurance and the monthly payroll of \$81,037.79 to the Board for approval. Commissioner Tilden moved to approve payroll, seconded by Commissioner Fulkerson 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>
360 OFFICE SOLUTIONS	\$1,067.02
A & I DISTRIBUTORS	\$621.85
ALBERTSONS - SAFEWAY	\$254.45
ALDRICH'S - POWELL	\$132.80
AMERICAN WELDING & GAS, INC.	\$24.13
APPLIED CONCEPTS, INC.	\$1,901.50
AT&T MOBILITY	\$2,111.82
B & B FLEET SERVICE	\$360.34
BANGERT, BRENDA	\$17.83
BASIN EQUIPMENT REPAIR	\$1,260.00
BEAR CO., INC.	\$582.70
BENNETT, M.D., THOMAS L.	\$4,050.00
BIG HORN GALLERIES	\$104.60
BIG HORN WHOLESALE, INC.	\$2,095.99
BIG SKY COMMUNICATIONS, INC.	\$352.00
BIG VALLEY BEARING & SUPPLY, INC.	\$95.07
BLACK HILLS ENERGY	\$3,025.72
BLAIR'S MARKET	\$26.55
BOB BARKER COMPANY	\$946.69
BONINE, DUNCAN	\$97.89
BONNER LAW OFFICE	\$3,300.67
BRANDON-WINTERMOTE, KIMBERLY	\$89.17
BUREAU OF RECLAMATION	\$100.00
BUSH, DEBORA	\$102.25
CARQUEST AUTO PARTS - #064250	\$13.77

CDW GOVERNMENT, INC.	\$4,906.45
CENTURYLINK	\$5,466.43
CENTURYLINK BUSINES SERVICES	\$3.03
CHARTER COMMUNICATIONS	\$392.09
CODY ACE HARDWARE	\$589.11
CODY ENTERPRISE	\$323.61
CODY WINNELSON CO.	\$452.72
CODY, CITY OF	\$21,716.85
COPENHAVER KATH KITCHEN & KOLPITCKE LLC	\$400.00
COULTER CAR CARE CENTER	\$122.00
CRUM ELECTRIC SUPPLY CO.	\$83.02
CUSTOM GARAGE DOOR LLC	\$75.00
DE HAAN ELECTRONICS	\$1,208.98
ENERGY LABORATORIES, INC.	\$270.00
ENGINEERING ASSOCIATES	\$9,098.28
FASTENAL	\$111.35
FREMONT MOTOR CODY, INC.	\$688.49
FREMONT MOTOR POWELL, INC.	\$639.07
GALLS, LLC	\$15.99
GRAINGER	\$473.13
GUERTIN, ANDREW	\$30.30
HEARTLAND PAPER COMPANY	\$2,031.91
HINZE, BOBBIE	\$28.89
HONNEN EQUIPMENT CO.	\$62.03
INTERSTATE BATTERIES	\$116.95
IVERSON SANITATION	\$50.00
K-B COMMERCIAL PRODUCTS	\$64.80
KELLY, DEBBIE	\$27.41
KENCO SECURITY AND TECHNOLOGY	\$341.75
KOIS BROTHERS EQUIPMENT COMPANY, INC.	\$535.30
LEON UNIFORM COMPANY, INC.	\$243.00
LINTONS BIG R, INC.	\$201.16
LOEPER, JESSICA	\$6,935.00
MAJESTIC LUBE, INC.	\$52.95
MAXX DIESEL REPAIR	\$300.00
MCBROOM, MATTHEW A.	\$18.64
MCCARTY, REED, & EARHART, ATTYS L.C.	\$510.00
MOHLER, TYCEE JO	\$218.11
Montana Historical Society	\$50.00
MONTANA-DAKOTA UTILITIES CO.	\$554.76
MORGENWECK, BARB	\$48.75
MORRISON, MARION	\$91.35
MOTOR PARTS, INC.	\$23.56
MOUNTAIN WEST COMPUTER	\$29.60
MURDOCH OIL, INC.	\$18,967.20
NACE	\$200.00
NAPA AUTO PARTS	\$101.94
NATIONAL BUSINESS SYSTEMS	\$462.23
NATRONA COUNTY LEGAL DEPARTMENT	\$3,835.00
NEMONT	\$47.85
NORCO, INC.	\$24.30

NORTHWEST RURAL WATER DISTRICT	\$82.89
OFFICE SHOP, THE	\$3,193.38
ONSOLVE	\$15,000.00
PARK COUNTY PUBLIC HEALTH	\$40.00
PAVEMENT MAINTENANCE, INC.	\$46,500.00
PENWELL, STEVE	\$54.95
PLANET HEADSET	\$193.55
POWELL ACE HARDWARE, LLC	\$193.86
POWELL TRIBUNE, INC.	\$46.85
POWELL WELDING AND INDUSTRIAL SUPPLY LLC	\$86.20
POWELL, CITY OF	\$7,172.91
PRECISION SHOOTING SOLUTIONS	\$3,955.00
PRODUCTION MACHINE CORP.	\$593.11
PROFESSIONAL DISPATCH MANAGEMENT	\$590.00
PUTNEY, LINDA	\$100.07
QUILL CORPORATION	\$133.68
RIMROCK TIRE CO - CODY	\$891.60
RIMROCK TIRE CO - POWELL	\$146.90
ROCKY MOUNTAIN CUSTOM PHOTOGRAPHIC	\$14.00
ROCKY MOUNTAIN POWER	\$2,187.28
SABER PEST CONTROL	\$80.00
SELBYS, INC.	\$232.73
SHOSHONE OFFICE SUPPLY, INC.	\$1,679.90
STROHS INDUSTRIAL LUBRICATION	\$72.00
SYSCO FOOD SERVICES OF MONTANA	\$3,944.19
TCT WEST, INC	\$8,567.77
THOMAS, CATHERINE	\$10.00
THOMPSON REUTERS - WEST	\$678.37
TIRE-RAMA BLGS INTERSTATE	\$490.00
TITAN MACHINERY	\$213.06
TRACTOR & EQUIPMENT CO	\$709.99
TW ENTERPRISES, INC.	\$1,635.28
UPD CIVIL PROCESS DIVISION	\$72.50
UPS STORE, THE	\$150.95
VERIZON WIRELESS	\$215.92
VERIZON WIRELESS	\$71.42
VERIZON WIRELESS	\$26.68
VERIZON WIRELESS	\$50.06
VILOS, BRANDEN S.	\$226.72
VISIONARY COMMUNICATIONS, INC.	\$78.30
WAL MART COMMUNITY/GEMB	\$810.55
WAYNE'S BOOT SHOP	\$100.00
WHITLOCK MOTORS	\$38.90
WYDOT - FINANCIAL SERVICES	\$2,739.00
WYOMING BEHAVIORAL INSTITUTE	\$6,850.00
WYOMING DEPARTMENT OF HEALTH	\$39,876.09
WYOMING DEPT. OF WORKFORCE SERVICES	\$6,083.28
WYOMING INFORMATION TECHNOLOGY DIV	\$52.38
WYOMING LAW ENFORCEMENT ACADEMY	\$285.00
WYOMING STATE PUBLIC DEFENDER	\$400.00
TOTAL	<u>\$263,592.42</u>

Approve and allow Chair to sign Cooperative Law Enforcement Annual Operating Plan and Financial Plan between the Park County Sheriff's Office and the USDA, Forest Service Shoshone National Forest (Scott Steward, Park County Sheriff)

This agreement is flexible depending on the needs of law enforcement within the boundaries of the National Forest. Sheriff Steward stated the county attorney approved this contract years ago and it has not changed. He also stated he is working to improve the relationship between entities. Commissioner Tilden made a motion to allow the chair to sign, reluctantly knowing the patrol activities will probably exceed the \$8,700 but that total is the amount the county will receive regarding with contract, Commissioner Livingston seconded, and motion carried.

Approve and sign Hooper SUP-158 Resolution and Permit (Linda Gillett, Planning Director)

This SUP includes the agreements made between the applicants and neighbors, as approved at the last meeting. Commissioner Fulkerson made a motion to approve Hooper SUP-158 with the corrections, Commissioner Tilden seconded, and motion carried. **RESOLUTION 2018-08.**

Approve and sign Resolution for Appointment of Delegated Local Officials for Small Wastewater Administration (Linda Gillett, Planning Director)

The Commissioners hereby designate Linda Gillett and Kim Dillivan as Small Wastewater Administrators, the local officials who are authorized to enforce and administer the small wastewater permitting program within the county. Commissioner Livingston moved to approve this resolution, Commissioner Tilden seconded, and motion carried. **RESOLUTION 2018-09.**

Approve updated Park County Personnel Form: New Employees or Modification for Existing Employees (Colleen Renner, Park County Clerk)

To make comparisons easier when changing a current employee's pay, the new and old rates of pay will be presented on this form. It will also require Department Head/Elected Official signatures. Commissioner French made a motion to accept and approve the use of the new form, Commissioner Fulkerson seconded, and motion carried.

Approve Cody Heritage Museum's request to use grounds near the Courthouse and DeMaris House for Field of Honor event, June 9-16, 2018

The Field of Honor organizers would like to use the Courthouse and DeMaris property to display the flags. Commissioner Tilden made a motion to allow this event, Commissioner Livingston seconded, and motion carried. Ms. Gerharter will communicate with Ms. Zink and Mike Garza, Buildings & Grounds Superintendent.

Approve and sign Legacy Reserves leases

Two one-year leases for Legacy Reserves were presented for consideration. Square footage for these leases are 2,637 and 8,722 and are located in the Complex. After discussion, Commissioner Fulkerson made a motion to approve and sign the leases, Commissioner Tilden seconded, and motion carried. Ms. Gerharter will give copies of completed leases to Mike Garza, Buildings & Grounds Superintendent.

Theresa Donley and John Gordnier – RE: Presentation on proposed visitor center

Mr. Gordnier thanked the commissioners for their time and noted they are not here for money, but for support in giving the Chamber of Commerce building a more modern, welcoming visitor center in Cody. Topics of discussion were the land, buildings, funding, how the property would be updated, maintenance, ownership, and setting up a trust fund for the future. The commissioners encouraged them to move forward in their processes and offered to give favorable support to the idea.

Mark Russler, Executive Director, Yellowstone Behavioral Health Center
RE: Approve and allow Chair to sign letter of support

Mr. Russler stated this is a request to accompany their application for the SFY 2019-20 Outpatient and Regional Mental Health Treatment and Quality of Life funding. Commissioner Tilden made a motion to allow the chair to sign the letter of support, Commissioner Fulkerson seconded, and motion carried.

Tim Waddell, Solid Waste Manager & Sandie Morris, Solid Waste Office Manager – RE: Open bids for loader

Mr. Waddell received two bids within the designated time coordinates. Tractor & Equipment, Great Falls, MT bid \$311,385.00 minus \$123,000 for trade for a total bid of \$188,385.00. Honnen Equipment, Mills, WY bid \$325,201.84 minus \$105,000 for trade for a total bid of \$220,201.84. Mr. Waddell will come back later today with his recommendation.

Colleen Renner, Park County Clerk – RE: Approve and allow Chair to sign Mineral Royalty Grant #13346, Building Community Through Fairgrounds Structure Draft Request #6

When the last request was sent to the State Lands & Investments Board, it was brought to the Clerk's attention that they had not received the documentation for request #2 from Park County's grants coordinator. After researching the issue, it was determined the documentation was never submitted for reimbursement. Commissioner Fulkerson made a motion to approve and allow the chair to sign this request for payment from the state in the amount of \$195,690.56, Commissioner Tilden seconded, and motion carried.

Tomi Baker, Administrative Assistant, Cedar Mountain Center – RE: Approve and sign letter of support

Ms. Baker stated Cedar Mountain Center has provided both outpatient and inpatient mental health and substance abuse counseling over the past 40 years. Commissioner Livingston made a motion to support, approve and sign the letter, Commissioner Fulkerson seconded, and motion carried.

Brian Edwards, Park County Engineer – RE: Approve and allow Chair to sign WYDOT form M-3A and approve and sign associated business letter as related to curb improvements for the DeMaris Building

Mr. Edwards presented the M3-A Access Application which is requesting curb improvements on Sheridan Avenue. The plan is to re-establish two handicapped parking spaces, add a general parking space on Sheridan Avenue and consider improving/replacing the handicap crossing ramps to be completed in the 2020 construction season with hopes this will be included in the upcoming Cody Street project (N311097). Commissioner Fulkerson made a motion to approve signing the request letter, Commissioner Livingston seconded, and motion carried.

Commissioners – RE: Recognize Jay Ward's 23 years of service to Park County

Chairman Grosskopf presented a framed photograph and plaque to Jay Ward for his service with the Park County Landfill.

Executive Session.

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

Executive Session.

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

Commissioner Tilden – RE: Draft legislative bills pertaining to Wyoming Retirement plans

Commissioner Tilden presented his opposition to two draft bills. The first would alter the refund non-vested employees receive. The second would mandate employees, not employers, contribute a percentage of their income to the retirement plan. After further discussion, Commissioner Tilden made a motion to write a letter of opposition to the local legislators with copies to Governor Mead and the Wyoming County Commissioners Association, Commissioner French seconded. Commissioners Fulkerson and Livingston voted opposed. Commissioner Grosskopf voted in support of writing the letter of opposition, and the motion carried.

Tim Waddell, Solid Waste Manager & Sandie Morris, Solid Waste Office Manager – RE: Award bid for loader

Mr. Waddell returned with his recommendation. Both bids met specifications and he recommended acceptance of the low bid from Tractor & Equipment. Commissioner Livingston made a motion to accept his recommendation, Commissioner French seconded, and motion carried.

Adjourn.

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

Loren Grosskopf, Chairman

Jake Fulkerson, Vice Chairman

Tim A. French, Commissioner

Lee Livingston, Commissioner

Joseph E. Tilden, Commissioner

Attest:

Colleen Renner, County Clerk