

**Park County Board of County Commissioners**  
**Regular Meeting**  
 Tuesday, January 19, 2021

Chairman Livingston called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, January 19, 2021. Present were Vice Chairman, Dossie Overfield, Commissioners, Scott Mangold, Lloyd Thiel, Joe Tilden and Clerk Colleen Renner.

Susan Kohn led the audience in the Pledge of Allegiance.

**Consent Items:**

**Approve-Minutes, Payroll and Vouchers**

Commissioner Tilden made a motion to approve the following consent agenda items: minutes from January 4 and 12, payroll in the amount of \$446,145.30, vouchers with Cedar Mountain Properties amount changed from \$938.71 to \$966.87; monthly earnings and collection statements for the Clerk, Clerk of District Court, and Sheriff; Grant Award Agreement Between Wyoming Office of Homeland Security and County of Park and FEMA Public Assistance Project Worksheet Certification; and FFY2021 Q1 TANF/CPI Report & Vouchers. Commissioner Thiel seconded and the motion carried.

Payee	Amount
360 OFFICE SOLUTIONS	\$1,612.06
ALBERTSONS - SAFEWAY	\$129.99
ALDRICH'S - POWELL	\$87.66
AT&T MOBILITY	\$1,414.82
AUTOSHOP, INC.	\$30.04
BEAR CO., INC.	\$947.51
BIG BROTHERS BIG SISTERS OF NW WY	\$4,197.60
BIG HORN WHOLESALE, INC.	\$1,867.44
BIG VALLEY BEARING & SUPPLY, INC.	\$605.24
BLACK HILLS ENERGY	\$4,253.84
BLAKEMAN PROPANE, INC.	\$1,623.96
BOB BARKER COMPANY	\$445.33
BONNER LAW OFFICE	\$4,099.66
BOONE'S MACHINE SHOP	\$2,716.84
C & C WELDING, LLC	\$22.50
CARING FOR POWELL ANIMALS	\$750.00
CAROLINA SOFTWARE	\$762.60
CARQUEST AUTO PARTS - #064250	\$521.02
CDW GOVERNMENT, INC.	\$3,082.60
CEDAR MOUNTAIN PROPERTIES, LLC	\$966.87
CENTRALSQUARE TECHNOLOGIES	\$6,449.63
CENTURYLINK	\$2,714.54
CENTURYLINK BUSINES SERVICES	\$8.56
CHARTER COMMUNICATIONS	\$300.18
CHOICE AVIATION, LLC	\$101.22
CHRISTIE, LOGAN	\$149.50
CODY ACE HARDWARE	\$242.18
CODY COUNCIL ON AGING	\$11,750.00
CODY COUNTRY CHAMBER OF COMMERCE	\$100.00
CODY ENTERPRISE	\$2,642.85
CODY WINNELSON CO.	\$17.22
CODY, CITY OF	\$21,284.14
CORRECTIONAL HEALTHCARE COMPANIES, INC.	\$20,989.29
COULTER CAR CARE CENTER	\$150.25
CRISIS INTERVENTION SERVICES	\$5,103.13
CRUM ELECTRIC SUPPLY CO.	\$173.39
CUSTOM PRODUCTS CORPORATION	\$6,587.16
D&G ELECTRIC, LLC	\$232.00
DAVE BALLING AGENCY	\$340.00
DE HAAN ELECTRONICS	\$374.75

DELL MARKETING L.P., C/O DELL USA L.P.	\$36,089.40
DELLOS, ROBERT	\$59.76
DENNY MENHOLT CHEVROLET BUICK GMC	\$1,282.68
DIVERSIFIED INSPECTIONS/ITL, INC.	\$930.00
DJ&A	\$11,140.52
FILENER CONSTRUCTION - RETAINAGE	\$227.40
FILENER CONSTRUCTION, INC.	\$2,046.58
FLOYD'S TRUCK CENTER	\$991.75
FORWARD CODY WYOMING, INC.	\$2,500.00
GALLS, LLC	\$167.63
GARLAND LIGHT & POWER CO.	\$1,459.34
GLASSMASTERS	\$305.00
GOODYEAR PRINTING	\$111.00
GRAINGER	\$2,585.32
GUERTIN, ANDREW	\$25.01
HONNEN EQUIPMENT CO.	\$204,000.00
INTERSTATE BATTERIES	\$151.95
IVERSON SANITATION	\$50.00
K-B COMMERCIAL PRODUCTS	\$109.67
KEELE SANITATION	\$2,843.14
KENCO SECURITY AND TECHNOLOGY	\$396.75
LEON UNIFORM COMPANY, INC.	\$424.00
MAJESTIC LUBE, INC.	\$25.75
MANNAHOUSE FOOD PANTRY	\$2,000.00
MARQUIS AWARDS & SPECIALTIES, INC	\$243.81
McINTOSH OIL, INC.	\$3,313.20
MEETEETSE SENIOR CENTER	\$2,500.00
MEETEETSE VISITOR CENTER	\$1,500.00
MEETEETSE, TOWN OF	\$246.70
MICKELSON, JOSEPH D	\$179.40
MONTANA-DAKOTA UTILITIES CO.	\$2,073.84
MORRISON MAIERLE INC	\$540.00
MOTOR PARTS, INC.	\$24.98
MOUNTAIN WEST COMPUTER	\$21.95
MURDOCH'S RANCH & HOME POWELL	\$39.97
NACE	\$275.00
NATIONAL BUSINESS SYSTEMS	\$482.38
NEMONT	\$48.55
NEWEGG BUSINESS, INC.	\$146.32
NORCO, INC.	\$48.36
NORTHWEST COLLEGE	\$1,004.33
NORTHWEST RURAL WATER DISTRICT	\$172.34
NORTHWEST WY FAMILY PLANNING	\$661.50
OFFICE SHOP, THE	\$4,230.16
O'REILLY AUTO PARTS - CODY	\$435.67
O'REILLY AUTO PARTS - POWELL	\$83.99
PARK CO COURT SUPERVISED TREATMENT PROG	\$3,000.00
PARK COUNTY 4-H COUNCIL	\$1,500.00
PARK COUNTY LIBRARY BOARD	\$787,366.00
PARK COUNTY MUSEUM BOARD	\$110,699.50
PARK COUNTY PARKS & RECREATION BOARD	\$46,658.50
PILCH ENGINEERING INC., PC	\$6,786.38
PITNEY BOWES - RESERVE ACCOUNT	\$20,000.00
POWELL ACE HARDWARE, LLC	\$33.15
POWELL CHAMBER OF COMMERCE	\$150.00
POWELL ECONOMIC PARTNERSHIP, INC.	\$2,500.00
POWELL LOCK	\$60.00
POWELL SENIOR CITIZENS AGO-GO, INC	\$11,750.00
POWELL TRIBUNE, INC.	\$2,443.16
POWELL VALLEY RECYCLING	\$625.00
POWELL WELDING AND INDUSTRIAL SUPPLY LLC	\$29.33
POWELL, CITY OF	\$7,287.30
REED SMITH LLP	\$237.90
ROCKY MOUNTAIN CUSTOM PHOTOGRAPHIC	\$32.00
ROCKY MOUNTAIN POWER	\$303.57
ROCKY MOUNTAIN WASH, LLC	\$14.00
ROGER'S SPORT CENTER	\$52.46

S&P BRAKE SUPPLY AND DRIVELINE SERVICES	\$546.64
SAUCEDA, DAVE	\$29.90
SELBYS, INC.	\$90.04
SYSCO FOOD SERVICES OF MONTANA	\$2,365.78
TITAN MACHINERY	\$55.87
T-O ENGINEERS	\$3,919.25
TRUENORTH STEEL	\$234.00
TYLER BUSINESS FORMS	\$136.47
VEHICLE LIGHTING SOLUTIONS, INC.	\$194.83
VERIZON WIRELESS	\$748.82
VISA - #0052 - P. MEYER	\$761.14
VISA - #0078 - J. FULKERSON	\$352.67
VISA - #0086 - W.E. CRAMPTON	\$1,632.77
VISA - #0235 - B. EDWARDS	\$249.97
VISA - #0268 - P. LINDENTHAL	\$189.13
VISA - #0276 - T. POWER	\$15.00
VISA - #0359 - S. STEWARD	\$242.62
VISA - #3949 - M. GARZA	\$593.40
VISA - #3972 - J. TATUM	\$5,494.22
VISA - #4079 - S. STEWARD	\$2,133.73
VISA - #4087 - M. CONNERS	\$2,317.76
VISA - #4111 - S. STEWARD	\$67.66
VISIONARY COMMUNICATIONS, INC.	\$82.43
WEBSTER, II, C.E., ATTORNEY LLC	\$1,120.00
WILDER PERFORMANCE LLC	\$325.00
WILLIAMS & SONS, LLC	\$4,856.84
WOODWARD TRACTOR & RENTAL, INC	\$2,315.84
WPCI CONSULTANTS, INC.	\$112.50
WYOMING DEPARTMENT OF EMPLOYMENT	\$133.64
WYOMING DEPARTMENT OF HEALTH	\$160.00
WYOMING DEPT OF TRANS - MOTOR VEHICLES	\$6.00
WYOMING DEPT. OF WORKFORCE SERVICES	\$5,761.78
WYOMING GEOSPATIAL ORGANIZATION	\$25.00
WYOMING STATE PUBLIC DEFENDER	\$1,200.00
WYOMING WATER WORKS	\$188.50
YELLOWSTONE BEHAVIORAL HEALTH	\$10,000.00
YOUTH CLUBS OF PARK COUNTY	\$10,213.66
<b>TOTAL</b>	<b><u>\$1,458,443.78</u></b>

**Park County Commissioner – RE: Interviews for Meeteetse Local Planning Committee**

The Board interviewed Shawn Rodger Christopherson, Joe Wagers, and Tiffanie L. May for the three open committee seats. After interviews Commissioner Tilden made a motion to appoint all three, Commissioner Overfield seconded, and motion carried.

**University of Wyoming CNP Program Associate, Debbie Kelly – RE: Park County Extension Garden Project at the Park County Complex**

Ms. Kelly and Ms. Bobbie Holder, with UW would like to apply for a grant to plant a garden at the Complex. They are seeking approval prior to moving forward with the grant process and layout of the garden. After discussion on the use, counties responsibility and possibility of including organizations to help and learn from this project, Commissioner Tilden made a motion to approve and allow them to move forward, Commissioner Mangold seconded, and motion carried.

**Park County Planning & Zoning Planner II, Kim Dillivan – RE: Public Hearing: Fry Gravel & Excavation Special Use Permit with Site Plan Review - 214**

Chairman Livingston opened the public hearing.

Mr. Dillivan presented the SUP for Spence and Cindy Fry including the plan-view drawing to operate an excavation business on their property located at 1303 US Highway 14A, Powell. The applicants were in violation of operating an unpermitted business and charged \$100 investigation fee before permit approval. The two applicants with four additional employees will work on the premises, hours

or operation are M-F 7a.m.-7p.m. The property is located .75 miles from Ralston and is on 3.3 acres. Neighboring use is primarily residential and ag, legal notices and agency referrals were met. A Weed & Pest plan is already in place and shall be followed. WYDOT recommends existing access be abandoned and fenced through and relocate the entrance access 330 ft. to the west. Public Works inquired about fuel and/or oil storage and provisions for spill containment, providing a formal response regarding access and a drainage plan. No written public comments have been received.

Chairman Livingston called for public comments, there being none, Commissioner Tilden made a motion to close the public hearing, Commissioner Overfield seconded, and motion carried.

A brief discussion regarding the investigation fee and the prior owners using the property as a business, Commissioner Thiel made a motion to support with staff recommendation with exception of #7 being changed to \$100.00, Commissioner Overfield seconded. Commissioner Tilden questioned the owners and after discussion Commissioner Thiel amended his motion to exclude condition #7 and refund the Fry's the \$100 investigation fee, all in favor and motion carried.

#### **RESOLUTION 2020-03**

#### **Park County Planning & Zoning Planner II, Kim Dillivan – RE: Public Hearing: Kodiak Minor Subdivision Sketch Plan Review - 45**

Chairman Livingston opened the public hearing.

Mr. Dillivan presented the sketch plan for owners Jerry and Laura Maneval for approval of a five-lot minor subdivision consisting on one 1.61-acre lot, one 5.03-acre lot, one 6.13-acre lot, one 8.6- acre lot and one 8.63-acre lot for residential use. Proposed lot 1 has an existing residence. The property is located on County Lane 8H about 2.2 miles east of Powell. Agency referrals and adjoining property notices have been met. Evidence must be provided that Public Works conditions are met for Kodiak Road, drainage and erosion control before final plat. A Subdivision Improvements Agreement is also required to address utilities, construction of road signage and irrigation. No written public comments have been received.

Chairman Livingston called for public comments, there being none, Commissioner Overfield made a motion to close the public hearing, Commissioner Tilden seconded, and motion carried.

Commissioner Overfield made a motion to approve as presented, Commissioner Tilden seconded, and motion carried. **RESOLUTION 2020-04**

#### **Park County Planning & Zoning Planner II, Kim Dillivan – RE: Prairie Acres Minor Subdivision Final Plat Review - 40**

Mr. Dillivan stated Andrew Griffin and Shane Richardson's application for final plat was received January 12. The request is for a three-lot minor subdivision consisting of two 10-acre lots and one 15-acre lot for residential use. The proposed subdivision is located approximately 2.58 miles north of Powell and east of Hwy 295. Specifications have been met and specified documents have been received.

Commissioner Overfield made a motion to approve the final plat, Commissioner Tilden seconded, and motion carried. **RESOLUTION 2020-05**

#### **Park County Engineer, Brian Edwards – RE: Substantial Completion of County Coroner Building and Request for Release of Part of Retainage Funds Held**

Mr. Edwards stated the punch list items from the final walk through have been completed. After discussion regarding the painted floor, the final inspection and proof that all suppliers have been paid, Commissioner Thiel made a motion to approve the release \$40,000 of retainage and return for approval of remaining funds once the 45 day advertising period has passed, Commissioner Tilden seconded, and motion carried.

**Park County Landfill Manager, Greg Palmersheim – RE: Open Sealed Bids for Metal Salvaging Services for the Park County Clark, Powell, and Regional Landfill**

Three bids were received in the Clerk's office.

Mr. Palmersheim stated the bids are for metal removal at the Powell, Clark and Cody landfills for miscellaneous metals which are bundled and weighed.

Western Metals Recycling (Plymouth Utah) - \$150.00 per ton no Wyoming preference or certificate attached

Pacific Recycling – Casper Wyoming Mills Recycling Branch - \$148.00 per ton 5% preference for being from Wyoming no certificate enclosed of residence

Harris Trucking Construction – residency status certification included 5% preference for state and 5% for county - \$141 per ton

Mr. Edwards discussed the 5% preference for state and county residency and will clarify with Attorney Skoric and return after lunch with a recommendation.

**Park County Clerk, Collen Renner – RE:**

**1. Approve Changes to the Park County Employee Handbook** – cancelled to later date.

**2. Approve to Replace Park County Clerk's Personnel** – Clerk Renner would like to try to hire a part time employee. If no one applies, Renner will return to discuss hiring a full-time employee, Commissioner Tilden made a motion to approve advertising for a half time position, Commissioner Overfield seconded, and motion carried.

**Park County Treasurer, Barb Poley – RE: Park County Treasurer's Department Report**

Ms. Poley gave an update on the revenue and unencumbered reports comparing this year to last year. PILT is already in the revenue giving us a balance of about \$5.8 million in the general funds. Expenditures are down, use tax is up and sales tax is down, renewal and property transactions are up. Ms. Poley will appear quarterly to update the Board.

**Powell Tribune Advertising and General Manager, Toby Bonner and Cody Enterprise Publisher, J.T. Malmberg – RE: Discussion on Local Newspapers Cost to Park County for Legal Notices**

Chairman Livingston stated per statute the Board must select an official paper, at the last meeting there was a discussion regarding the costs.

Mr. Malmberg stated that in 1978 the Commissioners designated both papers who agreed they would charge ½ price for legal advertising. The Board discussed the downturn in revenues and their need to review all expenditures. After discussion on the motion presented at the last meeting, Commissioner Tilden made a motion to approve both the Cody Enterprise and the Powell Tribune as official papers for Park County, Commissioner Overfield seconded, and motion carried.

**Park County Landfill Manger, Greg Palmersheim – RE: Review and Consider Staff Recommendation for Metal Salvaging Services for the Park County Clark, Powell, and Regional Landfill**

County Engineer Brian Edwards stated Attorney Skoric agreed that the bid from Harris Trucking should include the 5% preference for both Wyoming and Park County for a total of 10%.

Mr. Palmersheim shared a spreadsheet from whom the bids were received.  
Western Metals Recycling (Plymouth Utah) - \$150.00 per ton, no Wyoming preference or certificate attached

Pacific Recycling – Casper Wyoming Mills Recycling Branch - \$148.00 per ton, 5% preference for being from Wyoming no certificate of residence enclosed

Harris Trucking Construction – \$141 per ton, Park County and Wyoming residency status certificate included, 10% preference

After discussion Commissioner Tilden made a motion to accept the Harris Trucking bid, Commissioner Thiel seconded, and motion carried.

**Park County Commissioners – RE: Approve Proclamation and Present a Plaque to Senator Henry H.R. Coe**

Chairman Livingston introduced his good friend Senator Hank Coe, represented by his brother Bob & Angela Coe and sister Anne Hayes. Senator Coe honorably served Park County and the State of Wyoming for 32 years. Chairman Livingston eloquently read a proposed proclamation to declare Senator Coe’s 75<sup>th</sup> birthday, April 29, 2021 as Hank Coe Day. Commissioner Overfield made a motion to accept the proclamation as presented, Commissioner Tilden seconded, and motion carried.

Bob Coe on behalf of Hank thanked everyone for this prestigious honor. Present and making comments via zoom were US Senator Barrasso, US Senator Lummis, Governor Gordon, and Senator Kost. Present in the room and making comments were Mayor Matt Hall, Senator French, Senator Cooper, Representative Northrup, Commissioner Fulkerson, Mangold, Hall and Livingston all stated they have many memories they will cherish and again thanked Hank for 32 years of service not only as a Senator and a Commissioner, but also for his local involvement in the Cody Volunteer Fire Department, School Board, Buffalo Bill Center of the West, Cody Medical Foundation and Yellowstone Regional Airport.

**Executive Session.**

Commissioner Tilden made a motion to enter executive session pursuant to W.S. § 16-4-405 (a) (vii) (ix), Commissioner Mangold seconded, and motion carried.

Commissioner Overfield moved to exit from executive session, Commissioner Thiel seconded, and the motion carried. Commissioner Thiel made a motion to adopt the proposal that was discussed in executive session, Commissioner Tilden seconded, and motion carried.

**Adjourn.**

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

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Lee Livingston, Chairman

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Dossie Overfield, Vice Chairman

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Scott Mangold, Commissioner

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Lloyd Thiel, Commissioner

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Joe Tilden, Commissioner

Attest:

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Colleen Renner, County Clerk