

Park County Board of County Commissioners
Regular Meeting
January 8, 2013

A regular meeting of the Board of County Commissioners of Park County, Wyoming, was held on Tuesday, January 8, 2013. Present were Chairman Tim French, Commissioners Bucky Hall, Loren Grosskopf, Lee Livingston, Joe Tilden and County Clerk, Jerri Torczon.

Chairman French called the meeting to order and Bucky Hall led the audience in the pledge of allegiance.

Chairman French welcomed Lee Livingston as the new County Commissioner.

Appoint Chairman and Vice-Chairman.

It was moved by Commissioner Hall, seconded by Commissioner Tilden and unanimously carried to appoint Commissioner Grosskopf as Chairman.

It was moved by Commissioner Hall, seconded by Commissioner French and unanimously carried to appoint Commissioner Tilden as Vice-Chairman.

Designate Official Newspapers.

It was moved by Commissioner Tilden, seconded by Commissioner French and unanimously carried to designate the Cody Enterprise and the Powell Tribune as the Official Newspapers for 2013.

Financial Disclosure Statements.

Chairman Grosskopf, Commissioners Hall, Livingston, Tilden, and French; Treasurer Barb Poley; Sheriff Scott Steward; Clerk of District Court Joyce Boyer; and Clerk Jerri Torczon presented Financial Disclosure Forms for the financial institutions designated as depositories for 2013. It was moved by Commissioner Tilden, seconded by Commissioner Hall and unanimously carried to accept the financial disclosures. The forms will be kept on file in the County Clerk's Office.

Designation of Liaisons to County Boards, Committees, Federal Agencies

A general discussion was held regarding which boards, committees and agencies the Commissioners had an interest in serving as liaison. It was the consensus to designate the Liaisons for 2013 as follows:

Board	Appointed Liaison
<i>County-Appointed Boards:</i>	
Yellowstone Regional Airport Board	Bucky Hall
Buffalo Bill Dam Visitors Center Board	Joe Tilden
Park County Fair Board	Tim French
Park County Historic Preservation Commission	Joe Tilden
Park County Library Board	Lee Livingston
Park County Museum Board	Tim French
Park County Parks & Recreation Board	Loren Grosskopf
Park County Planning & Zoning Commission	(Pending)
Park County Public Health (Officer)	Joe Tilden
Park County Travel Council	Bucky Hall
Park County Weed & Pest District Board	Tim French
Meeteetse Local Planning Area Advisory Board	Bucky Hall
Park County Predator Management Advisory Board	Lee Livingston
Cody Yellowstone Air Service Organization	Bucky Hall
<i>County Committee Appointments:</i>	
Basin Authority Joint Powers Board	Joe Tilden
Big Horn Basin Transportation Committee	Bucky Hall
Cody Shooting Complex	Tim French
Yellowstone Country Assistance Network	(Pending)
Park County Drug Court	Bucky Hall
Forward Cody	Loren Grosskopf
Park County Health Insurance Committee	Lee Livingston and

	Loren Grosskopf
Meeteetse Economic Development Alliance	Joe Tilden
Urban Systems/Cody	Loren Grosskopf
Urban Systems/Powell	Tim French
Wyoming County Commissioners Association Board	Bucky Hall
<i>Federal Cooperating Agency Appointments:</i>	
USFS – Shoshone Forest Plan Revision	Joe Tilden and Loren Grosskopf
NPS – Yellowstone National Park Winter Use	Tim French
BLM – Resource Management Plan	Lee Livingston and Joe Tilden

Chairman Grosskopf announced that he will also be the Wyoming Representative for the National Association of County Officers and will be attending three meetings in 2013.

Approval - Resolution and Sub-Grantee Agreement for Community Development Block Grant Sponsorship Request - Crisis Intervention Services.

Lisa Peterman, Executive Director for Crisis Intervention Services, came before the Board and presented the Resolution and Sub-Agreement for the Community Development Block Grant Sponsorship Request for Crisis Intervention Services. The total grant is in the amount of \$577,000.00, with grant funds being in the amount of \$494,300.00 and matching funds in the amount of \$82,700.00. Following a general discussion and some wording modifications, it was moved by Commissioner Hall, seconded by Commissioner Tilden and unanimously carried to approve the Sub-Grantee Agreement between Park County and Crisis Intervention Services and authorized the Chairman the agreement, and to approve **RESOLUTION NO. 2013-01, A RESOLUTION AUTHORIZING THE SUBMITTAL OF A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION TO THE WYOMING BUSINESS COUNCIL FOR THE PURPOSE OF PURCHASING LAND AND BUILDING A NEW OFFICE AND SHELTER FACILITY FOR CRISIS INTERVENTION SERVICE, INCORPORATED IN CODY, WYOMING.**

Public Hearing – Economic Development Infrastructure Community Development Block Grant Application for Northwest Rural Water District.

Chairman Grosskopf opened the public hearing. Dossie Overfield, Manager of Northwest Rural Water District, and Cody Schatz from Engineering Associates, came before the Board regarding the Community Development Block Grant for Northwest Rural Water District, in the amount of \$500,000.00, to be used in conjunction with other grants and loans for the total project of taking over the North End Water System, consisting of \$9.5 million and forty miles of pipeline. Questions were presented by the Board and no public comments were received.

It was moved by Commissioner Hall, seconded by Commissioner Tilden and unanimously carried to close the public hearing. No action was taken.

Approval - "Consult-A-Doctor" Program.

Eric Deeg, Health Insurance Consultant, and Tami Keehn, Grants Compliance Officer, came before the Board and presented the "Consult-A-Doctor" Program for the Health and Wellness Program. This is for employees and their families to use to consult a doctor before going to the emergency room. It is anticipated that this will reduce the overall costs to the County by alleviating trips to the emergency room. The cost for this service is \$2.50 per employee per month to be paid by the County. Following a general discussion, it was moved by Commissioner French, seconded by Commissioner Tilden and unanimously carried to approve the program, to be effective February 1, 2013.

Approval - Revised Plan Document and Summary Plan Document for Flexible Benefits Plan.

Eric Deeg, Health Insurance Consultant, and Tami Keehn, Grants Compliance Officer, came before the Board and presented the Revised Plan Document and the Summary Plan Document for Flexible Benefits Plan. Following a general discussion, it was moved by Commissioner Hall, seconded by Commissioner Livingston and unanimously carried to approve the documents and authorized the Chairman to sign.

Approval of Vouchers.

Vouchers were presented to the Board for their consideration. Following a general discussion, it was moved by Commissioner Tilden, seconded by Commissioner French and unanimously carried to approve the following vouchers for payment:

<u>Payee</u>	<u>Amount</u>
ABSAROKA DOOR	\$46.00
ADVANCE HEATING & A/C, INC.	\$35.50
ALBERTSONS PURCHASE ADV. CARD	\$218.70
ALDRICH'S - POWELL	\$94.04
AMERICAN WELDING & GAS, INC.	\$57.53
AT CONFERENCE	\$30.01
AT&T MOBILITY	\$2,090.54
BAILEY, NANCY L	\$83.88
BEAR CO., INC.	\$5,846.56
BEARTOOTH ELECTRIC COOP	\$84.17
BENNETT-BROWN, STEPHANIE L.	\$910.00
BIG HORN CO-OP MARKETING ASSN.	\$9.49
BIG HORN ENERGY, INC.	\$2,501.31
BIG HORN PAINT, INC.	\$47.17
BIG SKY COMMUNICATIONS, INC.	\$154.00
BIG VALLEY BEARING & SUPPLY, INC.	\$434.85
BLAIR'S MARKET	\$32.90
BLAKEMAN PROPANE, INC.	\$845.53
BLATT, TIMOTHY J.	\$89.91
BLOEDORN LUMBER - POWELL	\$59.99
BOONE'S MACHINE SHOP	\$8.26
BOYS & GIRLS CLUB OF PARK CO.	\$3,750.00
BRADFORD SUPPLY CO.	\$160.04
BRESNAN COMMUNICATIONS	\$359.43
BURKE, DAVID	\$395.72
CARING FOR POWELL ANIMALS	\$1,000.00
CARQUEST AUTO PARTS - #064250	\$854.32
CARQUEST AUTO PARTS - #274890	\$1,185.30
CDW GOVERNMENT, INC.	\$1,230.99
CENTURYLINK	\$2,425.54
CENTURYLINK BUSINES SERVICES	\$5.16
CNA SURETY, INC.	\$340.00
CODY ACE HARDWARE	\$489.31
CODY ENTERPRISE	\$30.00
CODY ENTERPRISE	\$35.13
CODY WINNELSON CO.	\$6.51
CODY, CITY OF	\$19,186.62
COPENHAVER KATH KITCHEN & KOLPITCKE	\$800.00
COULTER CAR CARE CENTER	\$72.50
CRAMPTON, WILLIAM E.	\$369.63
CRISIS INTERVENTION SERVICES	\$2,341.66
CRUM ELECTRIC SUPPLY CO.	\$180.68
CURBSIDE RECYCLING, INC.	\$186.00
DAVE BALLING AGENCY	\$340.00
DELL MARKETING L.P., C/O DELL USA L.P.	\$6,208.80
ELIAS, RONDA	\$119.33
EMEDCO, INC.	\$202.42
ENERGY WEST - WYOMING	\$2,826.77
ENGINEERING ASSOCIATES	\$12,630.00

FASTENAL	\$223.25
FITZWATER, VICKIE	\$86.58
FLACK, TOM	\$81.66
FONTAINE, MARIE A	\$75.00
FREMONT BEVERAGES, INC.	\$39.00
FRENCH, TIM A	\$79.92
FROST, SANDRA M.	\$248.09
GAMBLES-STORE 4234, INC.	\$15.96
GARLAND LIGHT & POWER CO.	\$1,221.99
GDA ENGINEERS	\$2,827.75
GEDNEY, KELLEY	\$34.41
GENERATION X, INC.	\$5,163.00
GEORGE T. SANDERS COMPANY	\$196.95
GILL, PAUL	\$61.61
GONSALEZ, RANEE L.	\$298.75
GRAINGER	\$1,200.34
GROSSKOPF, LOREN M	\$469.14
HALLMAN, EAGLER & HUNT, P.C.	\$100.00
HAMPTON INN & SUITES - BUFFALO	\$308.00
HANSON CHEMICAL INC.	\$1,468.90
HONNEN EQUIPMENT CO.	\$1,552.28
HOUSEL LAW FIRM, LLC	\$2,125.00
HOWARD, FRED L	\$92.76
INTERSTATE TIRE SERV. INC	\$1,418.80
JACKS TRUCK & EQUIPMENT, INC.	\$42.94
JAMIESON, M.D., CHARLES E	\$1,500.00
JL ENGINEERING, LLC	\$255.00
JOHN DEERE FINANCIAL	\$192.75
K-B COMMERCIAL PRODUCTS	\$387.30
KENCO SECURITY AND TECHNOLOGY	\$254.25
KOIS BROTHERS EQUIPMENT COMPANY, INC.	\$199.53
KRISJANSONS & MILES, P.C.	\$1,993.75
KRISJANSONS, BRIGITA S.	\$400.00
KUIPERS, TARA	\$49.95
LAW OFFICE OF ALEX H. SITZ III	\$380.10
LEON UNIFORM COMPANY, INC.	\$111.50
LINTONS BIG R, INC.	\$1,587.35
LOEPER, JESSICA	\$5,555.00
MAJESTIC LUBE, INC.	\$94.85
MARQUIS AWARDS & SPECIALTIES, INC	\$89.05
MATRIX TELECOM, INC.	\$580.88
McCUMBER LOCKSMITH SHOP	\$196.41
McINTOSH OIL, INC.	\$16,629.17
McKINNEY, CHAD	\$47.06
MCMAHAN, PAMELA K.	\$11.99
MEETEETSE, TOWN OF	\$109.20
MESSINGER & OVERFIELD, P.C.	\$211.80
MICKELSON, JOSEPH D	\$239.76
MONTANA RADIATOR WORKS, INC.	\$229.00
MONTANA-DAKOTA UTILITIES CO.	\$1,848.28
MOTOR PARTS, INC.	\$43.66
MURDOCH OIL, INC.	\$23,615.15
MURPHY, ERIC	\$69.94
MURPHY, KATHERINE	\$438.89
NADA GUIDES	\$208.00
NAPA AUTO PARTS	\$26.54
NATIONAL BUSINESS SYSTEMS	\$439.91
NEMONT	\$47.00
NORCO, INC.	\$96.78
NORTHWEST RURAL WATER DISTRICT	\$67.50
NORTHWEST WY FAMILY PLANNING	\$768.00
OFFICE SHOP, THE	\$15.34
OSBORNE, SHARON	\$55.50
PAFFORD, TERRY	\$28.16
PARK CO EMPLOYEE BENEFITS TRUST	\$58.50
PAVEMENT MAINTENANCE, INC.	\$12,300.00

PECK CRANE SERVICES, LLC	\$805.00
PENWELL, STEVE	\$54.95
PETERBILT OF WYOMING	\$410.54
PILCH ENGINEERING INC., PC	\$3,836.00
PITNEY BOWES GLOBAL	\$2,743.56
PITNEY BOWES, INC. - A/R	\$137.67
PLAINSMAN PRINTING SUPPLY	\$712.82
PLSW NORTHWEST CHAPTER	\$40.00
PLSW, INC.	\$75.00
POWELL ACE HARDWARE, LLC	\$150.79
POWELL OFFICE SUPPLY, INC.	\$3,270.69
POWELL TRIBUNE, INC.	\$50.00
POWELL TRIBUNE, INC.	\$2,090.55
POWELL, CITY OF	\$5,296.24
PRESTON, LYNELL K	\$21.09
PRO-BUILD - CODY	\$1,414.72
PRODUCTION MACHINE CORP.	\$558.41
RAMADA PLAZA RIVERSIDE	\$913.45
RED BARN	\$119.79
RED EAGLE FOOD STORES	\$520.55
RENNER, COLLEEN	\$56.61
RHONDAS CAKE'S	\$146.00
RIMROCK TIRE CO - CODY	\$1,151.25
RIMROCK TIRE CO - POWELL	\$39.95
ROCKY MOUNTAIN POWER	\$1,214.96
ROCKY MOUNTAIN SPORTS	\$7.99
ROOP, KELSEY	\$118.77
SANDERS PLUMBNG & HEATNG, INC.	\$77.39
SATCOM GLOBAL FZE	\$45.73
SCHRADER METAL & DESIGN, INC.	\$65.00
SCISSORHANDS, INC.	\$3,600.00
SELBYS, INC.	\$218.07
SHERWIN-WILLIAMS STORE - CODY	\$76.44
SHOSHONE OFFICE SUPPLY, INC.	\$1,846.04
SIGGINS, ALAN	\$108.30
SOWERWINE, III, ELBERT O.	\$763.23
ST VINCENT HEALTHCARE, INC.	\$355.26
STEWART'S MERCANTILE	\$338.00
STROHS INDUSTRIAL LUBRICATION	\$470.00
TASER INTERNATIONAL	\$807.00
TCT WEST, INC	\$3,393.97
TILDEN, JOSEPH E.	\$219.23
TITAN MACHINERY	\$281.09
TRACTOR & EQUIPMENT CO	\$330.99
TRI STATE TRUCK & EQUIP, INC	\$84,223.69
UPS STORE, THE	\$14.51
VERIZON WIRELESS	\$349.15
VISIONARY COMMUNICATIONS INC	\$78.00
WAL MART COMMUNITY/GEMB	\$1,191.35
WEST PARK LONG TERM CARE CENTER	\$2,565.10
WINGFOOT COMMERCIAL TIRE SYSTEMS. LLC	\$1,290.76
WURZEL, PATRICIA A	\$162.06
WYOMING FIRE SAFETY, LC	\$158.00
WYOMING INFORMATION TECHNOLOGY DIV	\$3.93
WYOMING SECRETARY OF STATE	\$30.00
WYOMING SECRETARY OF STATE	\$30.00
WYOMING STATE PUBLIC DEFENDER-	\$1,200.00
YELLOWSTONE REGIONAL AIRPORT	\$27,951.25
Total	\$320,477.97

Approval of Payroll.

Payroll for December 20, 2012, in the amount of \$530,863.08; for December 21, 2012, in the amount of \$155.81; for December 21, in the amount of \$76.20; for January 3, 2013, in the amount of \$386,837.07; for January 3, 2013, in the amount of \$1,748.99; and for January 4, 2013, in the amount of \$73,386.13 were presented to the Board for their consideration. It was moved by Commissioner Hall, seconded by Commissioner French and unanimously carried to approve payroll as presented.

Approval of Minutes.

Minutes of the regular meeting of December 18, 2012 were presented to the Board for their consideration. It was moved by Commissioner Tilden, seconded by Commissioner Livingston and unanimously carried to approve the minutes as presented.

Approval of Bonds.

Treasurer Barb Poley came before the Board and presented bonds for John C. Fulkerson, Treasurer of Park County School District #6, in the amount of \$25,000.00; for Ronee Hogg, Treasurer of Meeteetse Cemetery District, in the amount of \$10,000.00; Dossie Overfield, Chairman of Park County School District #6, in the amount of \$10,000.00; for Trace Paul, Treasurer of Park County School District #1, in the amount of \$5,000.00; and for Frances L. Turnell, Treasurer of the Meeteetse Museum Board, in the amount of \$10,000.00. It was moved by Commissioner Tilden, seconded by Commissioner Hall and unanimously carried to approve the bonds as presented.

Approval - Request to Remain Open for 24 Hours (Liquor Establishments).

County Clerk Jerri Torczon informed the Board that a request had been made by Jimmy Weingartner of Heart Mountain Pub to remain open for 24 hours on January 26, 2013 and June 15, 2013. County Clerk Torczon informed the Board that establishments can stay open for up to four days per year, but should the request be approved, it will be approved for all liquor establishments in the County. It was moved by Commissioner French, seconded by Commissioner Hall and unanimously carried to approve the request as presented.

Approval - Letter to Wyoming County Commissioners Association Concerning Direct Distribution.

Commissioner Grosskopf presented a letter prepared at the request of the Wyoming County Commissioners Association regarding the Direct Distribution Spending Data for Park County since 2007. After a general discussion, it was moved by Commissioner Hall, seconded by Commissioner Tilden and unanimously carried to approve the letter.

Approval - Updated Handbook Letter to County-Appointed Boards.

Whitney Koontz, Office Assistant II, came before the Board and presented an updated handbook letter to be sent to County-Appointed Board members. It was moved by Commissioner Hall, seconded by Commissioner Livingston and unanimously carried to approve the letter. The letter will replace the 2007 letter in the handbook and sent to newly appointed members.

Approval - Participation in the Wyoming Department of Transportation (WYDOT) High Risk Rural Road Program (HRRRP).

Greg Meinecke, County Engineer, and Jeremy Quist, Staff Engineer, came before the Board and explained the federally funded program administered by the Wyoming Department of Transportation (WYDOT) for High Risk Rural Roads to implement safety projects. The project that would be the most cost effective would be marking centerlines on 64.4 miles of County roads. The cost is estimated to be \$57,878.00, with the County's level of funding at \$5,504.20 for the initial project and then maintenance and painting would be up to the County in subsequent years. Following a general discussion, it was moved by Commissioner Hall, seconded by Commissioner French and unanimously carried to approve **RESOLUTION NO. 2013-**

02, AUTHORIZATION OF PARTICIPATION IN THE WYDOT HIGH RISK RURAL ROAD PROGRAM.

Recess for Lunch.

The meeting recessed for lunch and reconvened at 1:15 p.m.

Public Hearing - Consideration of the Site Plan and Special Use Permit Application of Park County Road and Bridge for a Large Rock Products Mine 10-Acre Gravel Pit at 93 Road 8VEN (Clark Landfill) within W1/2 W1/2 S1/2 S1/2 SW1/4, Sec. 3, T53N, R102W, 6th P.M., Park County, WY a General Rural 35-Acre (GR-35) Zone.

Chairman Grosskopf opened the public hearing. Becky Ross, Planner II, presented the staff report and answered questions of the Board. No public comments were received from the audience. It was moved by Commissioner Hall, seconded by Commissioner French and unanimously carried to close the public hearing.

Approval - Clark Landfill Gravel Pit Site Plan and Special Use Permit-127.

It was moved by Commissioner Hall, seconded by Commissioner French and unanimously carried to approve **RESOLUTION NO. 2013-03**, APPROVAL A SITE PLAN AND SPECIAL USE PERMIT-127 TO ALLOW A LARGE ROCK PRODUCTS MINE FOR PARK COUNTY PUBLIC WORKS/ROAD & BRIDGE.

Approval - Clark Simple Subdivision (SS-85) Partial Vacation and Amended Plat Review.

Becky Ross, Planner II, presented the staff report and answered questions of the Board. After a general discussion, it was moved by Commissioner Hall, seconded by Commissioner Tilden and unanimously carried to approve **RESOLUTION NO. 2013-04**, APPROVAL OF THE PARTIAL VACATION AND AMENDED PLAT OF THE CLARK SIMPLE SUBDIVISION-85.

Appointments to Park County Weed & Pest District Board.

Bob Parsons and Josh Shorb, Co-Administrators of the Park County Weed and Pest, and Teresa Nicholson, Bookkeeper for Park County Weed & Pest, came before the Board regarding the appointments to the Park County Weed and Pest Board. It was moved by Commissioner Hall, seconded by Commissioner Tilden and unanimously carried to appoint James Cox, Clarksfork Drainage; Michael Forman, Heart Mountain Irrigation District Area; Walter Hartung, Cody Rural; and Neil Earhart, Municipalities (Cody/Powell) to the Park County Weed & Pest District Board.

Approval - Request for Use of County Complex Grounds and Parking for "Cycle Greater Yellowstone" in August 2013.

Sherry Moore, Assistant Event Director with Cycle Greater Yellowstone, came before the Board and presented a request to use the Park County Complex Grounds for "Cycle Greater Yellowstone" in August of 2013. The event is a seven-day bike tour with 1,000 paid participants, which will be the largest bike tour in the region. The request is to be able to use the County Complex Grounds and Parking for 16-18 hours on August 22, 2013 for approximately 600 people. It is anticipated that 1/3 of the participants will book lodging in Cody. Mike Garza, Superintendent of Buildings and Grounds, answered questions of the Board regarding the County's maintenance concerns. Following a general discussion, it was moved by Commissioner Hall, seconded by Commissioner Tilden and unanimously carried to approve the use of Park County Complex Grounds and Park Area for "Cycle Greater Yellowstone." A contract will be prepared for the parties to sign at a later date.

Discussion- Proposed Circuit Court Closure in Powell.

A discussion was held on the proposed closure of the Circuit Court in Powell. It was the consensus of the Board to write a letter to Chief Justice Kite regarding their County's opposition to the closure, citing the hardships and inconvenience the closure would place on the public. Peggy Ruble, Executive Assistant, will prepare a letter for the Board to review.

Denial - Request of Meeteetse Schools for Funding to Attend Presidential Inauguration.

A request from Meeteetse Schools requesting funds to send two students to the Presidential Inauguration on January 20, 2013 was presented to the Board for the consideration. After a general discussion, it was the consensus of the Board to deny the request.

Presentation of Draft Audit for FY 2011-12.

Lani Huck, Certified Public Accountant with Joseph Eve, presented the draft audit for Fiscal Year 2011-12. Elected Officials, Department Heads and Members of the Park County Weed and Pest Board, the Museum Board, the Parks and Recreation Board and the Park County Library Board were present. Ms. Huck gave a brief overview of the Audit and answered questions of the Board. The final audit will be prepared for submission to the State prior to January 31st. It was moved by Commissioner Tilden, seconded by Commissioner Hall and unanimously carried to approve the audit.

Executive Session.

It was moved by Commissioner Hall, seconded by Commissioner Tilden and unanimously carried to go into Executive Session regarding matters confidential by law, pursuant to Wyoming Statute §16-4-405(a)(ix).

It was then moved by Commissioner Tilden, seconded by Commissioner Livingston and unanimously carried to go out of Executive Session.

Adjournment.

It was moved by Commissioner Hall, seconded by Commissioner French and unanimously carried to adjourn the meeting.

Loren Grosskopf, Chairman

Joseph E. Tilden, Vice Chairman

Bucky Hall, Commissioner

Lee Livingston, Commissioner

Tim A. French, Commissioner

Attest:

Jerri B. Torczon, County Clerk