

**Park County Board of County Commissioners
Regular Meeting
July 16, 2013**

A regular meeting of the Board of County Commissioners of Park County, Wyoming, was held on Tuesday, July 16, 2013. Present were Chairman Loren Grosskopf, Commissioners Bucky Hall, Lee Livingston, Joe Tilden and Tim French, and County Clerk Jerri Torczon.

Chairman Loren Grosskopf called the meeting to order and Commissioner Tim French led the audience in the Pledge of Allegiance.

Approval of Fiscal Year 2013-14 County Budget.

The Park County Fiscal Year 2013-14 Budget was brought before the Board for their consideration. It was moved by Commissioner Livingston, seconded by Commissioner Tilden and unanimously carried to approve **RESOLUTION NO. 2013-32, A RESOLUTION PROVIDING FOR THE ANNUAL APPROPRIATION OF MONEY FOR THE MAINTENANCE AND OPERATION OF PARK COUNTY, WYOMING FOR THE FISCAL YEAR ENDING JUNE 30, 2014.**

It was then moved by Commissioner Hall, seconded by Commissioner Livingston and unanimously carried to approve **RESOLUTION 2013-33, A RESOLUTION TO PROVIDE INCOME NECESSARY TO FINANCE PARK COUNTY, WYOMING FOR FISCAL YEAR 2013-14.**

Executive Session

It was moved by Commissioner Hall, seconded by Commissioner French and unanimously carried to go into Executive Session regarding potential litigation, pursuant to Wyoming Statute §16-4-405(a)(iii).

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

Approval of Proposal.

It was moved by Commissioner Hall, seconded by Commissioner Tilden and unanimously carried to approve the proposal as discussed in Executive Session.

Bid Opening - 2013 Professional Auditing Services.

County Clerk Jerri Torczon conducted the bid opening for 2013 Professional Auditing Services. Bids were received from McGee, Hearne & Paiz, LLP of Cheyenne, Wyoming, in the amount of \$59,600.00 for 2013, \$62,100.00 for 2014 and \$64,600.00 for 2015; from CliftonLarsonAllen, LLP of Broomfield, Colorado, in the amount of \$35,000.00 for 2013, \$36,060.00 for 2014 and \$37,132.00 for 2015; from Porter, Muirhead, Cornia & Howard of Casper, Wyoming, in the amount of \$66,000.00 for 2013, \$69,000.00 for 2014 and \$72,000.00 for 2015; and from Leo Riley & Co. of Casper, Wyoming, in the amount of \$45,000.00 for the years 2013, 2014 and 2015. Bids will be reviewed and awarded later in the day.

Discussion with Park County Fair Board.

A discussion was held with members of the Park County Fair Board including Michael Demoney, Chairman, and members Linda Brazelton, Abby Shuler and Steve Martin. Michael Demoney gave a Powerpoint presentation of the Architect's Conceptual Drawing of the proposed 29,000 square foot Multipurpose Building and Master Plan, as prepared by Point Architects, with an estimated cost of \$6 million. Funding options were discussed, including fund raising efforts in the community. It was the consensus of the Board to commit funds from the State Loan and Investment Board (SLIB) Consensus Funds, in the amount of \$1,203,977.25 to the Multi-Purpose Building, as well as the proceeds from the sale of the old library, in the amount of \$410,632.00. The Board requested that the architect prepare a phased concept of the Master Plan, as funding for the entire project has not been obtained.

Approval of Vouchers.

Vouchers were presented to the Board for their consideration. It was moved by Commissioner Tilden, seconded by Commissioner Livingston and unanimously carried to approve the following vouchers for payment:

<u>Payee</u>	<u>Amount</u>
2 M COMPANY, INC.	\$29.80
A-1 ELECTRIC, LC	\$1,141.10
ALDRICH'S - POWELL	\$34.95
ALPINE REPORTING, LLC	\$2,925.00
BAILEY ENTERPRISES, INC.	\$5,319.00
BEAR CO., INC.	\$1,659.16
BIG HORN COLLISION REPAIR	\$271.35
BIG HORN ENERGY, INC.	\$1,094.61
BIG HORN RURAL ELECTRIC COMPANY	\$288.85
BIG HORN WHOLESALE, INC.	\$1,278.27
BILLINGS GAZETTE, INC.	\$210.72
BLAKEMAN PROPANE, INC.	\$854.50
BLOEDORN LUMBER - CODY	\$120.90
BLOEDORN LUMBER - POWELL	\$20.69
BLR-BUSINESS & LEGAL RESOURCES	\$297.00
BOONE'S MACHINE SHOP	\$183.00
BRESNAN COMMUNICATIONS	\$179.55
CAMPBELL'S REPAIR & COLLISION	\$44.00
CAROLINA SOFTWARE	\$500.00
CARQUEST AUTO PARTS - #064250..	\$63.52
CDW GOVERNMENT, INC.	\$2,010.07
CENTURYLINK	\$5,916.31
CENTURYLINK BUSINES SERVICES	\$5.19
CENTURYLINK.	\$650.00
CHILDREN'S RESOURCE CENTER	\$9,900.00
CIVIC RESEARCH INSTITUTE, INC.	\$149.95
CLERK OF DISTRICT COURT - JURY FEES	\$3,401.96
CODY ACE HARDWARE	\$965.49
CODY DENTAL EXCELLENCE	\$150.00
CODY ENTERPRISE	\$1,206.81
CODY FAMILY & CSMTIC DENTISTRY	\$130.50
CODY, CITY OF	\$25,995.91
COLORADO DOORWAYS, INC.	\$236.00
COMMERCIAL INDUSTRIES	\$596.50
COPENHAVER KATH KITCHEN & KOLPITCKE LLC	\$400.00
COPENHAVER KATH KITCHEN & KOLPITCKE LLC	\$270.00
CORRECTIONAL HEALTHCARE MGMT. INC.	\$49,209.48
COULTER CAR CARE CENTER	\$363.98
CRISIS INTERVENTION SERVICES	\$1,170.83
CRUM ELECTRIC SUPPLY CO.	\$142.71
DELL MARKETING L.P., C/O DELL USA L.P.	\$350.76
DESERT MOUNTAIN CORPORATION	\$6,670.03
DOBBS, LARAE	\$117.52
ECOLAB, INC.	\$355.52
ELIAS, RONDA	\$160.47
ENERGY WEST - WYOMING	\$2,549.36
FITZWATER, VICKIE	\$58.76
GALLS INCORPORATED	\$23.37
GAMBLES-STORE 4234, INC.	\$26.58
GARLAND LIGHT & POWER CO.	\$579.48
GEDNEY, KELLEY	\$27.12
GILL, PAUL	\$116.76
GINEST, MEL D.D.S.	\$150.00
GLOBALSTAR USA, INC.	\$42.32
GOODYEAR PRINTING	\$813.00
GRAINGER	\$98.24
GREYBULL DENTAL CLINIC	\$150.00
HALL, THOMAS BUCKY	\$154.81

HALLMAN, EAGLER & HUNT, P.C.	\$170.00
HILL FAMILY DENTISTRY PC	\$150.00
HOFFMANN, DDS, JASON T.	\$150.00
HOLLINGSWORTH ASSOCIATES, INC.	\$4,500.00
HONNEN EQUIPMENT CO.	\$829.45
J&S GREENHOUSE	\$20.80
J.C. REPAIR, INC.	\$286.00
JOHN DEERE FINANCIAL	\$707.89
KEEGAN & WINSLOW P.C.	\$2,504.00
KEELE SANITATION	\$1,454.00
KENCO SECURITY AND TECHNOLOGY	\$411.75
KOREM CORPORATION	\$2,970.00
KRISJANSONS & MILES, P.C.	\$800.00
KRISJANSONS & MILES, P.C.	\$2,599.46
LAW OFFICE OF ALEX H. SITZ III	\$432.04
LEON UNIFORM COMPANY, INC.	\$72.25
LINTONS BIG R, INC.	\$1,114.73
LOEPER, JESSICA	\$4,020.00
MAJESTIC LUBE, INC.	\$50.95
MARQUIS AWARDS & SPECIALTIES, INC	\$69.15
MATTHEW BENDER & CO., INC.	\$4,173.59
MCCARTY, REED, & EARHART, ATTYS L.C.	\$1,150.00
McINTOSH OIL, INC.	\$2,688.71
MEDICAL CENTER PHARMACY	\$160.63
MEETEETSE VISITOR CENTER	\$30.00
MEETEETSE, TOWN OF	\$109.20
MICKELSON, JOSEPH D	\$205.66
MONTANA-DAKOTA UTILITIES CO.	\$626.35
MORRIS, SANDIE	\$86.25
MOUNTAIN STATES CONSULTING	\$2,900.00
MURPHY, ERIC	\$127.69
MURPHY, KATHERINE	\$13.84
NAPA AUTO PARTS	\$47.46
NATIONAL BUSINESS SYSTEMS	\$2,000.00
NEMONT	\$48.92
NORTHERN GARDENS, LLC	\$194.20
NORTHWEST RURAL WATER DISTRICT	\$88.50
NORTHWEST WY FAMILY PLANNING	\$768.00
O'REILLY AUTO PARTS	\$11.16
PENWELL, STEVE	\$54.95
PILCH ENGINEERING INC., PC	\$4,086.00
PITNEY BOWES - RESERVE ACCOUNT	\$10,000.00
POWELL ACE HARDWARE, LLC	\$27.38
POWELL ELECTRIC	\$3,293.39
POWELL OFFICE SUPPLY, INC.	\$2,322.36
POWELL TRIBUNE, INC.	\$15.82
POWELL VALLEY HEALTHCARE, INC.	\$826.00
POWELL, CITY OF	\$6,016.08
PRO-BUILD - CODY	\$462.59
PRODUCTION MACHINE CORP.	\$150.00
QUICK STOP	\$59.32
QUILL CORPORATION	\$167.67
QUILL CORPORATION-	\$164.69
R&P AUTO, INC.	\$36.87
RIMROCK TIRE CO - CODY	\$583.64
RIMROCK TIRE CO - POWELL	\$69.90
ROCKY MOUNTAIN POWER	\$422.87
RYNO'S RENTAL, LLC	\$320.00
SANDERS PLUMBNG & HEATNG, INC.	\$3,627.57
SCHRADER METAL & DESIGN, INC.	\$88.00
SCISSORHANDS, INC.	\$1,900.00
Shell Fleet Plus, Inc.	\$93.63
SHOSHONE OFFICE SUPPLY, INC.	\$513.18
SIMPSON, KEPLER & EDWARDS, LLC	\$210.00
SKORIC, BRYAN	\$306.24
ST VINCENT HEALTHCARE, INC.	\$532.89

STEVE'S ELECTRIC, INC.	\$331.50
STROUPE PEST CONTROL, CO.	\$835.00
STRUEMKE, WILLIAM K.	\$365.56
SYSCO FOOD SERVICES OF MONTANA	\$1,305.38
TCT WEST, INC	\$6,348.06
THOMPSON PUBLISHING GROUP.	\$476.99
THOMPSON REUTERS - WEST	\$552.36
TRACTOR & EQUIPMENT CO	\$1,608.67
TWO TOUGH GUYS SERVICES	\$15,478.00
UPS STORE, THE	\$40.13
VERIZON WIRELESS	\$521.83
VISA - #0068	\$15.00
VISA - #0076	\$19.95
VISA - #0092	\$15.00
VISA - #0100	\$15.00
VISA - #0118	\$121.73
VISA - #0126	\$15.00
VISA - #0134	\$125.09
VISA - #0159	\$15.00
VISA - #0175	\$15.00
VISA - #0183	\$15.00
VISA - #0191	\$15.00
VISA - #0209	\$15.00
VISA - #0225	\$706.03
VISA - #9226	\$40.84
W.A.R.M. PROPERTY INSURANCE POOL	\$158,552.96
WILD WEST CONSTRUCTION	\$1,320.00
WILLIAMS & SONS, LLC	\$264.03
WOODWARD TRACTOR & RENTAL, INC	\$153.17
WPCI CONSULTANTS, INC.	\$130.50
WURZEL, PATRICIA A	\$546.45
WYOMING BEHAVIORAL INSTITUTE	\$3,425.00
WYOMING DEPT OF TRANS - ACCOUNTING	\$470.21
WYOMING SECRETARY OF STATE..	\$100.00
TOTAL	\$400,899.87

Approval of Minutes.

The minutes of the regular meeting of July 9, 2013 were presented to the Board for consideration. It was moved by Commissioner Tilden, seconded by Commissioner French and unanimously carried to approve the minutes as presented.

Approval of Payroll.

Payroll for July 5, 2013, in the amount of \$367,541.38, and for July 5, 2013, in the amount of \$76,635.27, were presented to the Board for consideration. It was moved by Commissioner French, seconded by Commissioner Tilden and unanimously carried to approve payroll as presented.

Approval - Letter to County Treasurer.

A letter authorizing the County Treasurer to transfer funds in the amount of \$2,594,468.94 from the General Fund to the Reserve Fund was presented to the Board for their consideration. It was moved by Commissioner Hall, seconded by Commissioner French and unanimously carried to approve the letter as presented.

Approval - Letter to County Clerk.

A letter authorizing the County Clerk to transfer funds in the amount of \$250,000.00 from the Insurance Fund to the General Fund, and to pay consultant fees for Wells Fargo Insurance Services, USA, Inc. and Two Medicine from the Insurance Fund was presented to the Board for their consideration. It was moved by Commissioner Livingston, seconded by Commissioner Tilden and unanimously carried to approve the letter as presented.

Approval - Homeland Security Grant Award.

Mart Knapp, Park County Homeland Security Coordinator, came before the Board and presented the Grant Award for U.S. Department of Homeland Security (DHS) Federal Emergency Management Agency (FEMA), Grant Programs Directorate, Homeland Security Grant Program (HSCP), Citizen Corps Program (CCP), Fiscal Year 2012 to the Board for their consideration. It was moved by Commissioner French, Seconded by Commissioner Tilden and unanimously carried to approve the grant and authorized the Chairman to sign.

Approval - Letter to Grant Writer.

A letter terminating the contract for the Grant Writer position to Stephanie Bennett-Brown was presented to the Board for consideration. After a general discussion, it was moved by Commissioner Livingston, seconded by Commissioner Tilden and unanimously carried to approve the letter, with a ten (10) day reference on returning material and submission of any outstanding costs.

Approval - Temporary Assistance for Needy Families Community Partnership Initiative (TANF/CPI) 3rd Quarter Report.

Peggy Ruble, Executive Assistant, came before the Board and presented the 3rd Quarter Report for the Temporary Assistance for Needy Families Community Partnership Initiative (TANF/CPI) in the amount of \$22,252.22. It was moved by Commissioner Hall, seconded by Commissioner French and unanimously carried to approve the 3rd Quarter Report as presented and authorized the Chairman to sign.

Recess for Lunch.

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

Public Hearing – To Consider Application of Northwest College for a Special Use Permit.

Commissioner Grosskopf opened the Public Hearing to consider the application of Northwest College for a Special Use Permit to allow a major utility use 52-foot wind turbine at 710 Road 9, Lots 81-D and 81-E, T55N R99W, RS, Park County, Wyoming, a General Rural Powell (GR-P) zoning district. Becky Ross, Planner II, presented the staff report and answered questions of the Board. Dave Plute of Northwest College also spoke regarding the application. There were no other public comments. It was moved by Commissioner Hall, seconded by Commissioner Tilden and unanimously carried to close the public hearing.

Approval - Application of Northwest College for a Special Use Permit.

It was moved by Commissioner Hall, seconded by Commissioner Tilden and unanimously carried to approve **RESOLUTION NO. 2013-34, APPROVAL OF A SPECIAL USE PERMIT TO ALLOW A MAJOR UTILITY USE 52' WIND TURBINE FOR NORTHWEST COLLEGE.**

Public Health Monthly Report.

Bill Crampton, Public Health Nurse Manager, came before the Board and presented the Public Health Monthly Report. Lillian Brazelton, Office Assistant at Public Health and Coordinator for the Park County Safe Kids Coalition, presented information regarding the Safe Kids Program. Lillian attended a national conference in June at Washington, D.C.

Worksession to Review Bids for Professional Auditing Services.

The Board conducted a worksession in the Old Law Library to review the bids received earlier in the day for Professional Auditing Services. County Clerk Jerri Torczon and Treasurer Barb Poley and members of their staff were also in attendance.

Approval - Bid Award for Professional Auditing Services.

The Board returned to the Commissioners Meeting Room. It was moved by Commissioner French and seconded by Commissioner Tilden to award the bid to the low bidder of CliftonLarsonAllen, LLP of Broomfield, Colorado, in the amount of \$35,000.00 for 2013, \$36,060.00 for 2014 and \$37,132.00 for 2015. Roll was called with Commissioner Hall casting the only negative vote. Motion carried.

Executive Session.

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

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

Court Security Management Committee Meeting.

The Board attended a Court Security Management Committee Meeting with District Court Judge Steven Cranfill, Circuit Court Judge Bruce Waters, County Attorney Bryan Skoric, Deputy County Attorney James F. Davis and Sheriff Scott Steward.

Following the Court Security Management Committee Meeting, the Commissioners' meeting returned to regular form.

Adjournment.

It was moved by Commissioner Hall, seconded by Commissioner Tilden 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