

**Park County Board of County Commissioners  
Regular Meeting  
September 10, 2013**

A regular meeting of the Board of County Commissioners of Park County, Wyoming, was held on Tuesday, September 10, 2013. Present were Chairman Loren Grosskopf, Commissioners Bucky Hall, Lee Livingston, Joe Tilden and Tim French, and County Clerk Jerri Torczon.

Chairman Grosskopf called the meeting to order and County Clerk Jerri Torczon led the audience in the Pledge of Allegiance.

**Discussion with Park County Fair Board - Fairgrounds Multi-Purpose Building.**

Chairman Michael Demoney and Linda Brazelton of the Park County Fair Board; Jennifer Lohrenz, Fair Manager; and Kane Morris of Point Architects, came before the Board regarding the size and projected costs for the Fairgrounds Multi-Purpose Building. The previous estimate for a 29,000 square foot building was \$6 million. The Board requested the Fair Board to reduce the size of the building in order to reduce the costs. Kane Morris reported that \$200.00 per square foot would be his estimate for any building. Members of the Fair Board stated that with the building would need to be 13,000 square feet to replace the building that has already been torn down and the buildings that still need to be torn down. It was the consensus of the Board to have Point Architects design a building for \$2.6 million. The County has earmarked \$1,614,609.25 for the building and will be applying for a Mineral Royalties Grant, in the amount of \$500,000.00. The Fair Board will initiate a fundraising effort to obtain the remaining funds necessary to finance the building.

**Approval of Vouchers**

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

<b><u>Payee</u></b>	<b><u>Amount</u></b>
2 M COMPANY, INC.	\$397.39
ALBERTSONS PURCHASE ADV. CARD	\$342.27
ALCOPRO, INC.	\$236.00
ALDRICH'S - POWELL	\$9.90
AMERICAN WELDING & GAS, INC.	\$33.10
AT&T MOBILITY	\$2,635.13
BAILEY, NANCY L	\$84.04
BAYMONT INN & SUITES	\$792.00
BEAR CO., INC.	\$268.50
BENNETT, M.D., THOMAS L.	\$3,160.00
BIG HORN BASIN MENTAL HEALTH GROUP	\$1,500.00
BIG HORN ENERGY, INC.	\$8,959.25
BIG HORN RADIO NETWORK	\$210.00
BIG HORN ROOFING, INC.	\$1,501.21
BIG HORN WHOLESALE, INC.	\$5,062.67
BIG SKY COMMUNICATIONS, INC.	\$469.00
BIG VALLEY BEARING & SUPPLY, INC.	\$331.01
BLAIR'S MARKET	\$81.42
BLOEDORN LUMBER - CODY	\$124.85
BLOEDORN LUMBER - POWELL	\$14.75
BOONE'S MACHINE SHOP	\$156.99
BOYS & GIRLS CLUB OF PARK CO.	\$4,547.50
BRADFORD SUPPLY CO.	\$29.50
BRAZELTON, LILLIAN	\$82.49
BRESNAN COMMUNICATIONS	\$359.54
BUSY B'S AUTO AND WRECKER	\$40.00
CARQUEST AUTO PARTS - #064250..	\$1,026.33
CARQUEST AUTO PARTS - #274890..	\$1,915.08
CDW GOVERNMENT, INC.	\$4,528.13
CENTURYLINK	\$2,515.08

CENTURYLINK BUSINES SERVICES	\$1.14
CHOICE AVIATION, LLC	\$93.89
CHRISTIE, LOGAN	\$27.12
CODY ACE HARDWARE	\$586.89
CODY COUNTRY PRINTING	\$697.50
CODY ENTERPRISE	\$2,002.01
CODY, CITY OF	\$27,606.94
COMMERCIAL INDUSTRIES	\$596.51
CONNERS, MICHAEL	\$49.38
COPENHAVER KATH KITCHEN & KOLPITCKE LLC	\$480.00
CORRECTIONAL HEALTHCARE MGMT, INC.	\$17,011.72
COULTER CAR CARE CENTER	\$287.00
CRAMPTON, WILLIAM E.	\$479.12
CRISIS INTERVENTION SERVICES	\$2,341.66
CRUM ELECTRIC SUPPLY CO.	\$1,017.82
DAVIS & CANNON, LLP	\$495.00
DAVIS, JAMES F.	\$58.76
DE HAAN ELECTRONICS	\$1,086.50
DELL MARKETING L.P., C/O DELL USA L.P.	\$1,770.60
DENNY MENHOLT CHEVROLET BUICK GMC	\$1,217.91
DICK JONES TRUCKING	\$19,574.11
ECOSYSTEM RESEARCH GROUP, LLC	\$42,803.76
ELIAS, RONDA	\$196.06
ELLIOT RIVERS PUBLISHING CO.	\$67.50
ENERGY WEST - WYOMING	\$117.99
ENGINEERING ASSOCIATES	\$1,159.00
FASTENAL	\$265.60
FLACK, TOM	\$81.78
FONTAINE, MARIE A	\$75.00
FORENSICS LIMITED, LLC	\$320.00
FREMONT MOTOR CODY, INC.	\$278.32
FROST ROCK PRODUCTS CO.	\$199,577.15
FROST, SANDRA M.	\$90.40
GALLS/QUARTERMASTER	\$46.98
GAMBLES-STORE 4234, INC.	\$65.27
GARLAND LIGHT & POWER CO.	\$669.50
GEDNEY, KELLEY	\$68.37
GILL, PAUL	\$111.45
GLOBALSTAR USA, INC.	\$42.26
GM PETROLEUM DISTRIBUTORS	\$132.00
GRAINGER	\$1,046.48
GREENWOOD MAPPING, INC.	\$3,600.00
H & H ELECTRIC, LLC	\$2,979.31
HALLMAN, EAGLER & HUNT, P.C.	\$620.00
HEART MTN FARM SUPPLY	\$492.35
HENY, JESSICA	\$55.38
HILL FAMILY DENTISTRY PC	\$175.00
HOLM, BLOUGH AND COMPANY	\$11,464.00
HONNEN EQUIPMENT CO.	\$1,338.41
INTERSTATE TIRE SERV. INC	\$126.88
J.C. REPAIR, INC.	\$402.00
JACKS TRUCK & EQUIPMENT, INC.	\$370.32
JAMIESON, M.D., CHARLES E	\$1,300.00
JOHN DEERE FINANCIAL	\$1,008.48
KEEGAN & WINSLOW P.C.	\$993.00
KENCO SECURITY AND TECHNOLOGY	\$268.25
KOIS BROTHERS EQUIPMENT COMPANY, INC.	\$164.47
KRISJANSONS & MILES, P.C.	\$263.50
KUIPERS, TARA	\$31.08
LAW OFFICE OF ALEX H. SITZ III	\$262.64
LEON UNIFORM COMPANY, INC.	\$193.50
LINTONS BIG R, INC.	\$592.31
LOEPER, JESSICA	\$5,105.00
LYLE SIGNS, INC.	\$7,145.50
MAJESTIC LUBE, INC.	\$41.95
MARSHALL, JODI	\$95.00

MATTHEW BENDER & CO., INC.	\$602.91
McCUMBER LOCKSMITH SHOP	\$2.00
MEDICAL CENTER PHARMACY	\$114.34
MEETEETSE, TOWN OF	\$109.20
MEINECKE & SITZ, ATTYS AT LAW	\$220.00
MESSENGER & OVERFIELD, P.C.	\$158.16
MICKELSON, JOSEPH D	\$323.18
MIDWEST FENCE COMPANY	\$72.00
MONTANA-DAKOTA UTILITIES CO.	\$422.88
MORRIS, SANDIE	\$32.06
MOTOR PARTS, INC.	\$102.71
MURDOCH OIL, INC.	\$17,119.00
NAPA AUTO PARTS	\$92.05
NATIONAL BUSINESS SYSTEMS	\$8,740.00
NEMONT	\$48.06
NORCO, INC.	\$613.30
NORTHWEST RURAL WATER DISTRICT	\$78.00
NORTHWEST WY FAMILY PLANNING	\$2,304.00
OFFICE SHOP, THE	\$42.35
PARK CO EMPLOYEE BENEFITS TRUST	\$54.00
PARK COUNTY GLASS, INC.	\$128.00
PARK COUNTY PUBLIC HEALTH	\$65.00
PETERBILT OF WYOMING	\$803.22
PILCH ENGINEERING INC., PC	\$3,947.00
PITNEY BOWES, INC. - A/R	\$346.25
POINT ARCHITECTS, LLC	\$200.00
POWELL ACE HARDWARE, LLC	\$63.38
POWELL OFFICE SUPPLY, INC.	\$729.75
POWELL TRIBUNE, INC.	\$50.00
POWELL TRIBUNE, INC.	\$5,675.06
POWELL VALLEY HEALTHCARE, INC.	\$413.00
POWELL, CITY OF	\$13,350.97
PRO-BUILD - CODY	\$5.51
QUALITY PROPANE SERVICE, INC.	\$73.15
RACO INDUSTRIES	\$284.29
RED BARN	\$53.00
RIMROCK TIRE CO - CODY	\$211.34
ROCKY MOUNTAIN POWER	\$295.85
ROCKY MOUNTAIN REPAIR	\$1,122.80
ROCKY MOUNTAIN SPORTS	\$119.99
ROOP, KELSEY	\$414.34
ROVENNA SIGNS & DESIGN	\$622.00
S & S AUDIO-VIDEO, INC.	\$59.44
S & S NIELSEN, LLC	\$7,050.00
SAFARILAND, LLC	\$206.56
SANOFI PASTEUR, INC	\$4,207.66
SCHRADER METAL & DESIGN, INC.	\$134.79
SEARS COMMERCIAL ONE	\$1,199.98
Shell Fleet Plus, Inc.	\$34.01
SHOSHONE OFFICE SUPPLY, INC.	\$139.54
SILVER STONE PROPERTIES, LLC	\$1,220.00
SIMPSON, KEPLER & EDWARDS, LLC	\$751.00
SKORIC, BRYAN	\$29.38
SPRINGHILL SUITES - CHEYENNE	\$1,155.00
ST VINCENT HEALTHCARE, INC.	\$177.63
STATE OF WYOMING	\$35.74
STIMAC BATENHORST, KAREN	\$128.82
STROUPE PEST CONTROL, CO.	\$109.00
SUN RIDGE SYSTEMS, INC.	\$1,600.00
SYSCO FOOD SERVICES OF MONTANA	\$4,550.11
TCT WEST, INC	\$6,406.37
THOS. Y. PICKETT & CO., INC.	\$1,100.00
TITAN MACHINERY	\$1,253.78
TRAVEL STATION & COOK TRAVEL STATION	\$1,952.40
TRI STATE TRUCK & EQUIP, INC	\$523.76
UPS STORE, THE	\$24.36

VERIZON WIRELESS	\$432.48
VISIONARY COMMUNICATIONS, INC.	\$78.00
WAL MART COMMUNITY/GEMB	\$1,640.55
WESTERN EMULSIONS INC	\$549,264.35
WILD WEST CONSTRUCTION	\$24,013.80
WILLIAMS & SONS, LLC	\$256.00
WINGFOOT COMMERCIAL TIRE SYSTEMS. LLC	\$3,709.21
WOODWARD TRACTOR & RENTAL, INC	\$97.02
WURZEL, PATRICIA A	\$146.34
WY OFFICE OF STATE LAND & INVESTVESTMENT	\$47,447.80
WYOMING DEPT OF ENV QUALITY - WQD	\$1,700.00
WYOMING DEPT OF TRANS - MOTOR VEHICLES	\$5.00
WYOMING DEPT OF WORKFORCE SERVICES	\$110.14
Total	\$1,128,372.03

### **Approval of Minutes**

The minutes of the regular meeting held August 20, 2013 were presented to the Board for consideration. It was moved by Commissioner Tilden, seconded by Commissioner Livingston and unanimously carried to approve the minutes as presented.

### **Approval of Payroll.**

Payroll for August 29, 2013, in the amount of \$370,010.48; for August 29, 2013, in the amount of \$470.04, and for September 5, 2013, in the amount of \$76,141.33 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 - Malt Beverage Permit for UW Field Day.**

County Clerk Jerri Torczon presented a Malt Beverage Permit for UW Field Day on July 19, 2013. This permit was approved administratively by Commissioner Grosskopf on July 18, 2013. It was moved by Commissioner French, seconded by Commissioner Livingston and unanimously carried to approve the permit as presented.

### **Approval - Special Funding Contracts.**

County Clerk Jerri Torczon presented the Special Funding Contracts for Fiscal Year 2013-14. It was moved by Commissioner Tilden, seconded by Commissioner Livingston and unanimously carried to approve the contracts as presented. Contracts approved include Powell Valley Recycling, in the amount of \$7,680.00; Park County Animal Shelter, in the amount of \$11,520.00; Crisis Intervention Services, Inc., in the amount of \$13,440.00; Cody Yellowstone Air Improvement Resources, in the amount of \$28,800.00; Yellowstone Behavioral Health Center, in the amount of \$43,200.00; Forward Cody Wyoming., Inc., in the amount of \$19,200.00; Meeteetse Visitors Center, in the amount of \$9,600.00; Meeteetse Senior Center, in the amount of \$10,000.00; Cody Council on Aging, Inc., in the amount of \$50,000.00; Town of Meeteetse-Recycling Project, in the amount of \$960.00; Yellowstone Regional Airport, in the amount of \$101,800.40; Powell Senior Citizens Ago-go, Inc., in the amount of \$50,000.00; Mannahouse, in the amount of \$9,312.00; City of Cody-Recycling Project, in the amount of \$4,800.00; Cody Shooting Complex, in the amount of \$19,200.00; Park County 4-H Council, in the amount of \$12,000.00; Boys & Girls Club of Park County, in the amount of \$14,400.00; Park County Court Supervised Treatment Program, in the amount of \$35,603.52; Powell Economic Partnership, Inc., in the amount of \$15,360.00; and Caring for Powell Animals, in the amount of \$3,840.00.

### **Approval - Proclamation for Employer Support of the Guard and Reserve Week.**

Terry Wilkerson, Employer Support of the Guard and Reserve Week State Chairman, came before the Board, along with Janet Cowley and Laura Jeffreys of Cheyenne, and requested approval of a Proclamation for Employer Support of the Guard and Reserve Week for September 22-28, 2013. It was moved by

Commissioner Hall, seconded by Commissioner Tilden and unanimously carried to approve the Proclamation as presented.

**Approval - Letter Certifying West Park Hospital is Tax District.**

A letter certifying that West Park Hospital District is a tax district created by Resolution of the Board of County Commissioners on February 7, 1967 was presented to the Board for their approval. It was moved by Commissioner Tilden, seconded by Commissioner French and unanimously carried to approve the letter as presented and authorized the Chairman to sign.

**Approval - Right-of-Way Certificate for High Risk Rural Programs.**

County Engineer Greg Meinecke came before the Board and presented a Right-of-Way & Utility Certificate. This certificate is necessary for the grant that will be utilized for the centerline striping of County roads. It was moved by Commissioner French, seconded by Commissioner Livingston and unanimously carried to approve the Certificate as presented.

**Approval - Grant Agreement with Wyoming Game and Fish Department for Livestock Carcass Management Program.**

The Grant Agreement with the Wyoming Game and Fish Department for the Livestock Carcass Management Program was presented to the Board for their consideration. Commissioner French voiced concerns about the number of animals that drown in the canals and then dumped on Bureau of Reclamation Land, which in turn attract bears. Commissioner Tilden concurred and said that the Carcass Management Program may need to be expanded. The Commissioners will talk with Dusty Lasseter the next time he attends a meeting. It was moved by Commissioner Tilden, seconded by Commissioner French and unanimously carried to approve the grant agreement, in the amount of \$1,200.00 and authorized the Chairman to sign.

**Approval - Temporary Assistance for Needy Families (TANF) / Community Partnership Initiative 4th Quarter Reports.**

Peggy Ruble, Executive Assistant, came before the Board and presented the 4th Quarter Reports for the Temporary Assistance for Needy Families (TANF) / Community Partnership Initiative, in the amount of \$10,776.99. It was moved by Commissioner Livingston, seconded by Commissioner Tilden and unanimously carried to approve the reports as presented. Commissioner Hall disclosed that he is on the Board of the Children's Resource Center, which is one of the recipients.

**Approval - Lease Agreement with TEX-OK Energy, Limited Partnership.**

The Lease Agreement with TEX-OK Energy, Limited Partnership, at the Park County Complex was presented to the Board for their consideration. It was moved by Commissioner Hall, seconded by Commissioner Livingston and unanimously carried to approve the lease agreement.

**Discussion - Meeting Dates in October, 2013.**

A discussion was held regarding the meeting dates in October, as some Commissioners will be out of town the first week in October. A resolution will be prepared for the Board's consideration at the next meeting.

**Approval - Letter of Engagement with CliftonLarsonAllen.**

The engagement letter with the auditing firm of CliftonLarsonAllen was presented to the Board for their consideration. It was moved by Commissioner Hall, seconded by Commissioner Tilden and unanimously carried to approve the engagement letter as presented, and authorized the Chairman to sign, with the added note that the County's Request for Proposal be incorporated by referencing such in the letter.

**Recess for Lunch.**

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

**Worksession in Old Law Library with Staff Members.**

A worksession was held in the Old Law Library with staff members, including County Clerk Jerri Torczon, Deputy Clerk Teecee Barrett, Executive Assistant Peggy Ruble and County Engineer Greg Meinecke to review the draft of a Mineral Royalty Grant Application for the Fairgrounds Multi-Purpose Building. The final document will be presented at the next meeting.

**Executive Session.**

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

**Discussion – Wapiti Post Office.**

A discussion was held on the Wapiti Post Office and whether or not to appeal the decision of the United States Postal Service in their selection of the Wapiti Post Office location at 1 Streamside Drive. It was the consensus of the Board not to appeal the decision. However, there are still concerns with the location and the size of the facility to meet the expanding needs of the community. A letter will be sent to the United States Postal Service stating such.

**Liaison Reports.**

The Board presented liaison reports, with discussions regarding updates with the Bureau of Land Management.

**Adjournment.**

It was moved by Commissioner Livingston, seconded by Commissioner Tilden and unanimously carried to adjourn the meeting.

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Loren Grosskopf, Chairman

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Joseph E. Tilden, Vice Chairman

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Bucky Hall, Commissioner

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Lee Livingston, Commissioner

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Tim A. French, Commissioner

Attest:

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Jerri B. Torczon, County Clerk