

**Park County Board of County Commissioners  
Regular Meeting  
April 1, 2014**

A regular meeting of the Board of County Commissioners of Park County, Wyoming, was held on Tuesday, April 1, 2014. Present were Chairman Bucky Hall, Commissioners Loren Grosskopf, Lee Livingston, Joe Tilden and Tim French, and County Clerk Jerri Torczon.

Chairman Hall called the meeting to order and led the audience in the Pledge of Allegiance.

**Worksession in Old Law Library with County Sheriff - Planning for Search & Rescue Building.**

The Board convened in the Old Law Library with the Park County Sheriff and Mike Garza, Superintendent of Buildings and Grounds, to discuss plans for the addition and renovation to the new Search & Rescue Building. Specifications have been prepared by Greg Gaspers. Action on the bidding of the building will be taken during the regular meeting.

**Worksession in Old Law Library with County Clerk & County Treasurer - Audit.**

The Board convened in the Old Law Library with Park County Treasurer Barb Poley and Park County Clerk Jerri Torczon regarding the audit. It was requested that the Board consider hiring an accounting firm to do the adjusting journal entries for the upcoming audit year to be in compliance with the Governmental Accounting Standards Board, as recommended by the auditors, CliftonLarsonAllen. It was the consensus of the Board to contact the auditors to affirm they will do the audit as stated in the Request for Proposals and no further action will be taken at this time.

**Yellowstone Ecosystem Subcommittee (YES) Update on Grizzly Bear De-listing Effort.**

Commissioner Grosskopf reported on the Grizzly Bear De-Listing Effort through Yellowstone Ecosystem Subcommittee. Commissioner Grosskopf was appointed to this committee, by the Wyoming County Commissioners Association, consisting of 22 different agencies. Since 2007, this committee has met twice a year in Jackson, Wyoming and Bozeman, Montana. In the future, it will be held in Cody, alternating with Jackson and Bozeman. The committee was presented with updates to the scientific evidence from last November that the significant decline of whit bark pine nuts as a food source for the grizzly bears has not been a material detriment to their health or responsible for a decline in their population. It is anticipated that delisting procedures as mandated by the Endangered Species Act (ESA) and the 10th Circuit Court of Appeals will be completed by late fall of 2014.

**Approval of Minutes.**

The minutes of the regular meeting of March 18, 2014 were presented to the Board for consideration. It was moved by Commissioner Grosskopf, seconded by Commissioner Tilden and unanimously carried to approve the minutes as presented.

**Approval of Payroll.**

Payroll for March 27, 2014, in the amount of \$540,015.54 and in the amount of \$823.29 was presented to the Board for consideration. It was moved by Commissioner Tilden, seconded by Commissioner French and unanimously carried to approve payroll as presented.

**Approval of Vouchers.**

Vouchers were presented to the Board for 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>
360 OFFICE SOLUTIONS	\$1,796.72
A & I DISTRIBUTORS	\$1,583.45
ABSAROKA DOOR	\$8,234.30
ABSAROKA DOOR	\$1,372.60
ADAMSON POLICE PRODUCTS	\$65.00
ALBERTSONS PURCHASE ADV. CARD	\$314.20
AMCOM SOFTWARE, INC.	\$38,892.00
AMERICAN INSTITUTE OF TOXICOLOGY	\$180.00
AMERICAN WELDING & GAS, INC.	\$26.08
ART SAND & STEEL	\$427.40
AT&T MOBILITY	\$2,588.13
BARRETT, TEECEE	\$206.64
BEAR CO., INC.	\$979.50
BEASLEY, LINDSEY	\$5.00
BENNETT, M.D., THOMAS L.	\$4,740.00
BIG HORN ENERGY, INC.	\$6,342.99
BIG HORN ENERGY, INC.	\$2,746.23
BIG HORN PAINT, INC.	\$47.14
BIG HORN ROOFING, INC.	\$137.35
BIG HORN WHOLESALE, INC.	\$440.23
BIG SKY COMMUNICATIONS, INC.	\$190.00
BIG VALLEY BEARING & SUPPLY, INC.	\$9.15
BLAIR'S MARKET	\$33.90
BLAKEMAN PROPANE, INC.	\$1,597.05
BLATT, TIMOTHY J.	\$85.68
BOB BARKER COMPANY	\$429.89
BOB'S AUTO	\$60.00
BOONE'S MACHINE SHOP	\$50.00
BOYS & GIRLS CLUB OF PARK CO.	\$3,600.00
BRADFORD SUPPLY CO.	\$73.00
BRAZELTON, LILLIAN	\$30.24
BRUCO, INC.	\$92.19
CAROLINA SOFTWARE	\$220.14
CARQUEST AUTO PARTS - #064250..	\$2,022.24
CARQUEST AUTO PARTS - #274890..	\$771.63
CDW GOVERNMENT, INC.	\$343.17
CENTURYLINK	\$2,840.69
CENTURYLINK BUSINES SERVICES	\$0.31
CHARTER COMMUNICATIONS-	\$339.95
CHEMICAL INDUSTRIES (ALBERTA), INC.	\$23,312.50
CHILDRESS, ANDY	\$79.48
CMI-TECO	\$120.04
CODY ACE HARDWARE	\$1,015.48
CODY ENTERPRISE	\$244.30
CODY FAMILY & CSMTIC DENTISTRY	\$140.40
CODY SHOOTING COMPLEX	\$4,800.00
CODY WINNELSON CO.	\$250.18
CODY, CITY OF	\$19,375.90
CONTECH ENGINEERED SOLUTIONS INC.	\$20,855.00
CONTERRA INC.	\$873.00
COULTER CAR CARE CENTER	\$95.25
CRAMPTON, WILLIAM E.	\$432.32
CRISIS INTERVENTION SERVICES	\$7,131.24
CRUM ELECTRIC SUPPLY CO.	\$392.88

CUSTOM AIR, INC.	\$9,902.20
CUSTOM CAGE, INC.	\$1,140.00
DASH ENTERPRISES, INC.	\$6,750.00
DELUXE FOR BUSINESS	\$443.22
DERRIK WALTON & DARREN J RUESCH	\$405.00
ECOSYSTEM RESEARCH GROUP, LLC	\$4,973.54
ELECTRONIC DATA SOLUTIONS	\$1,218.15
ELIAS, RONDA	\$71.12
EMEDCO, INC.	\$35.03
ENERGY WEST - WYOMING	\$1,382.01
ENGINEERING ASSOCIATES	\$10,032.37
FASTENAL	\$211.93
FAY, JUDI	\$230.00
FLACK, TOM	\$163.44
FONTAINE, MARIE A	\$75.00
FRONTIER FAMILY DENTAL	\$200.00
FROST, SANDRA M.	\$130.48
GAMBLES-STORE 4234, INC.	\$20.97
GARY'S VACUUM & STAMPS	\$131.85
GENERAL CREDIT FORMS, INC.	\$49.88
GLAXOSMITHKLINE PHARMACEUTICALS	\$372.40
GM PETROLEUM DISTRIBUTORS	\$399.00
GOODYEAR PRINTING	\$312.00
GRAINGER	\$130.55
HAMAN, DREW	\$54.95
HANSON CHEMICAL INC.	\$1,057.97
HOLDER, BOBBIE JO	\$228.59
HON COMPANY LLC, THE	\$10,600.00
HONNEN EQUIPMENT CO.	\$1,845.36
HOTSY INTERMOUNTAIN	\$66.00
HOWARD, FRED L	\$92.92
INTERSTATE BATTERIES	\$543.75
INTERSTATE TIRE SERV. INC	\$580.50
JACKS TRUCK & EQUIPMENT, INC.	\$1,067.39
JAMIESON, M.D., CHARLES E	\$1,300.00
JOHN DEERE FINANCIAL	\$4,787.45
K MART CORPORATION	\$9.69
KENCO SECURITY AND TECHNOLOGY	\$268.25
KRISJANSONS & MILES, P.C.	\$520.71
KUIPERS, TARA	\$508.48
LAW OFFICE OF ALEX H. SITZ III	\$316.88
LEON UNIFORM COMPANY, INC.	\$383.50
LINTONS BIG R, INC.	\$345.77
LOEPER, JESSICA	\$1,470.00
LYLE SIGNS, INC.	\$150.30
MAJESTIC LUBE, INC.	\$195.75
MASTER'S TOUCH, LLC	\$5,100.00
McINTOSH OIL, INC.	\$4,492.80
MESSENGER & OVERFIELD, P.C.	\$1,118.67
MILLER, RYAN	\$101.88
MONTANA-DAKOTA UTILITIES CO.	\$1,500.68
MOTOROLA SOLUTIONS, INC	\$116.80
MURDOCH OIL, INC.	\$29,431.06
NAPA AUTO PARTS	\$43.76
NATIONAL BUSINESS SYSTEMS	\$596.04
NICHOLSON DIRT CONTR - RETAINAGE	\$7,315.91

NICHOLSON DIRT CONTRACTING	\$65,843.14
NORCO, INC.	\$21.70
NORTHWEST RURAL WATER DISTRICT	\$70.50
NORTHWEST WY FAMILY PLANNING	\$791.00
O'REILLY AUTO PARTS	\$48.20
OTIS ELEVATOR CO.	\$988.00
OTIS ELEVATOR CO.	\$1,569.00
OTIS ELEVATOR CO.	\$5,276.00
PARK CO COURT SUPER. TRTMT. PROG	\$8,900.88
PARK CO EMPLOYEE BENEFITS TRUST	\$45.00
PARK CO EMPLOYEE BENEFITS TRUST	\$31.50
PARK CO EMPLOYEE BENEFITS TRUST	\$58.50
PAVEMENT MAINTENANCE, INC.	\$59,400.00
PITNEY BOWES - RESERVE ACCOUNT	\$5,000.00
PITNEY BOWES GLOBAL	\$1,409.01
POLECAT PRINTERY	\$37.00
POSTMASTER, CODY WY	\$37.00
POWELL ACE HARDWARE, LLC	\$86.45
POWELL LOCK	\$75.00
POWELL TRIBUNE, INC.	\$603.46
POWELL, CITY OF	\$4,966.90
PRECISION PLAN AND DESIGN, INC.	\$90.00
PRO-BUILD - CODY	\$15.29
PRODUCTION MACHINE CORP.	\$1,108.92
RACO INDUSTRIES	\$111.54
RED BARN	\$152.00
RENO COLLISION CENTER, INC	\$50.00
RIMROCK TIRE CO - CODY	\$28.85
ROCKY MOUNTAIN POWER	\$1,573.21
ROOP, KELSEY	\$466.45
S & S NIELSEN, LLC	\$5,400.00
SANDERS PLUMBNG & HEATNG, INC.	\$615.00
SATCOM GLOBAL FZE	\$52.89
SCHRADER METAL & DESIGN, INC.	\$168.75
SHOPKO PHARMACY #772	\$64.84
SHOSHONE OFFICE SUPPLY, INC.	\$341.71
SMITH, GENE	\$10.00
SPAN PUBLISHING, INC.	\$144.00
ST VINCENT HEALTHCARE, INC.	\$1,243.41
STROHS INDUSTRIAL LUBRICATION	\$470.00
STROUPE PEST CONTROL, CO.	\$280.00
SYSCO FOOD SERVICES OF MONTANA	\$975.12
THOS. Y. PICKETT & CO., INC.	\$4,700.00
TRACTOR & EQUIPMENT CO	\$4,311.51
UPS STORE, THE	\$19.82
URLACHER, MARK E.	\$8.50
UW EXTENSION	\$49.00
VERIZON WIRELESS	\$25.62
VERIZON WIRELESS	\$320.84
VERIZON WIRELESS	\$70.15
VISIONARY COMMUNICATIONS, INC.	\$78.15
WAL MART COMMUNITY/GEMB	\$1,399.00
WCTA	\$100.00
WEST PARK HOSPITAL	\$150.00
WHITE INK, LLC	\$158.75
WINTER EQUIPMENT COMPANY, INC.	\$243.38

WOODWORKER'S SUPPLY, INC.	\$181.37
WYOMING BEHAVIORAL INSTITUTE	\$2,740.00
WYOMING DEPT OF TRANS - MOT. VEH.	\$5.00
WYOMING LAW ENFORCEMENT ACAD.	\$675.00
WYOMING PUBLIC HEALTH LAB.	\$176.00
WYOMING WATER WORKS	\$318.00
WYOPASS	\$385.00
TOTAL	\$462,759.42

**Approval - Wyoming Retirement System Addendum to Agreement for Part-Time County Employees.**

County Clerk Jerri Torczon presented two addendums to the Agreement with the Wyoming Retirement System stipulating that part-time County employees are not covered under the retirement system. It was moved by Commissioner Grosskopf, seconded by Commissioner French and unanimously carried to approve the Addendum to Agreement for Park County and the Addendum to Agreement for Park County Law Enforcement and authorized the Chairman to sign.

**Approval - State Loan and Investment Board (SLIB) Mineral Royalty Grant Agreement for Proposed Fairgrounds Exhibit Hall.**

Teecee Barrett, First Deputy, came before the Board and presented the State Loan and Investment Board Mineral Royalty Grant Agreement, and Attachment A: Secure All Pending Matching Funds letter. Park County has been approved for a grant in the amount of \$500,000.00 for this project and has secured the necessary funding by using \$1,203,977.25 in consensus funds; \$410,632.00 from the sale of the old library and \$500,000.00 as a commitment from Park County. It was moved by Commissioner Livingston, seconded by Commissioner Grosskopf and unanimously carried to approve the grant agreement and authorized the Chairman to sign, and approved Attachment A as presented.

**Approval - American Institute of Architects (AIA) Agreement with Plan One/Architects for Architect Professional Services for Proposed Fairgrounds Exhibit Hall.**

Greg Meinecke, County Engineer, came before the Board and presented the American Institution of Architects Agreement with Plan One/Architects for Architect Professional Services for Proposed Fairgrounds Exhibit Hall. It was moved by Commissioner Tilden, seconded by Commissioner Grosskopf and unanimously carried to approve the agreement as presented, and authorized the Chairman to sign.

**Approval - Advertise for Contractors for Search & Rescue Building.**

It was moved by Commissioner Tilden, seconded by Commissioner Livingston and unanimously carried to advertise for contractors for the Search & Rescue Building. Bids must be received by May 2, 2014 and bids will be opened on May 6, 2014.

**Approval - Department of Environmental Quality Delegation Agreement for Small Wastewater Program.**

Linda Gillett, Planning Director, came before the Board and presented the Department of Environmental Quality Delegation Agreement with Park County for the Small Wastewater Program. It was moved by Commissioner French, seconded by Commissioner Tilden and unanimously carried to approve **RESOLUTION NO. 2014-14, APPOINTMENT OF DELEGATED LOCAL OFFICIALS FOR SMALL WASTEWATER ADMINISTRATION IN PARK COUNTY**, and authorized the Chairman to sign the delegation agreement.

**Approval - Landfill Disposal Service Agreements with City of Cody and Town of Meeteetse.**

Tim Waddell, Solid Waste Manager, came before the board and presented the Landfill Disposal Service Agreements with the City of Cody and the Town of Meeteetse. The agreements are set for eight years at \$78.00 per ton for Municipal Solid Waste (MSW). It was moved by Commissioner Grosskopf, seconded by Commissioner Livingston and unanimously carried to approve the agreements as presented and authorized the Chairman to sign.

**Review Bids for County Clerk's Proposed Digitization Project.**

Chairman Bucky Hall presented his suggestion to reject both proposals for the proposed County Clerk's Digitization Project, as the funds were not budgeted in this fiscal year. It was moved by Commissioner Tilden, seconded by Commissioner French and unanimously carried to reject the proposals submitted by ARCASearch and DSI Technologies.

**Discussion - Powell High School Funding Request for 2014 Senior Graduation Event.**

A request was presented to the Board to help fund the 2014 Senior Graduation Event. After a general discussion, it was moved by Commissioner Tilden and seconded by Commissioner Livingston to fund the Graduation Events for Cody High School and Powell High School, in the amount of \$500.00 and Meeteetse High School, in the amount of \$250.00. Roll was called with Commissioner Grosskopf casting the only negative vote. Motion carried.

**Recess for Lunch.**

The meeting recessed for lunch and reconvened at 1:00 p.m.

**Public Hearing - Transfer Ownership of a Retail Liquor License from Cindy Briggs, dba Outpost Restaurant.**

Chairman Hall opened the public hearing. County Clerk Jerri Torczon reported she had received an application from Painter Outpost, LLC dba Painter Outpost to transfer ownership of a Retail Liquor License from Cindy Briggs, dba Outpost Restaurant. The Clerk reported the transfer fee, in the amount of \$100.00, was paid, the advertising completed and no written comments or protests were received. Carol Lunger, owner of Painter Outpost was present. No oral comments were received. It was moved by Commissioner French, seconded by Commissioner Tilden and unanimously carried to close the public hearing.

**Approval - Transfer of Ownership of Retail Liquor License to Painter Outpost, LLC dba Painter Outpost.**

It was moved by Commissioner Livingston, seconded by Commissioner Tilden and unanimously carried to approve the transfer of the Retail Liquor License from Cindy Briggs dba Outpost Restaurant to Painter Outpost, LLC dba Painter Outpost.

**Public Hearing - Application for Retail Liquor License for Monster Lake, LLC dba Monster Lake.**

Chairman Hall opened the public hearing. County Clerk Jerri Torczon reported she had received an application from Monster Lake, LLC dba Monster Lake for a new Retail Liquor License. The Clerk reported the prorated application fee, in the amount of \$200.00 had been received, advertising completed and no written comments or protests were received. Jay Linderman, current manager of Monster Lake, Inc. and Ted Morris, the new manager, were present and answered questions of the Board. It was moved by Commissioner Grosskopf, seconded by Commissioner Tilden and unanimously carried to close the public hearing.

**Approval - Retail Liquor License for Monster Lake, LLC dba Monster Lake.**

It was moved by Commissioner Tilden, seconded by Commissioner Grosskopf and unanimously carried to approve the Retail Liquor License application for Monster Lake, LLC dba Monster Lake.

**Public Hearing - Application of Joann Wall & J.R. Megee for a Special Use Permit to Allow a Wind Turbine.**

Chairman Hall opened the public hearing on the application of Joann Wall & J.R. Megee for a Special Use Permit to allow a wind turbine, including installation of a 5' wide rotor on a 78' tall existing tower at 610 South Fork Road, within Lot 3, 4 Star Subdivision, Park County, WY, a GR-5 (General Rural 5-Acre) zoning district. Linda Gillett, Planning Director, presented the staff report and recommended conditions of approval. J.R. Megee spoke regarding the application and answered questions of the Board. It was moved by Commissioner Livingston, seconded by Commissioner Grosskopf and unanimously carried to close the public hearing.

**Approval - Application of Joann Wall & J.R. Megee for a Special Use Permit to Allow Wind Turbine.**

It was moved by Commissioner French, seconded by Commissioner Livingston and unanimously carried to approve **RESOLUTION NO. 2014-15, APPROVAL OF A MAJOR UTILITY SPECIAL USE PERMIT-137 FOR WALL/MEGGEE WIND TURBINE.**

**Approval - Big Horn Basin Farmers Market Association Memorandum of Understanding.**

J.R. Megee came before the Board regarding the Memorandum of Understanding with the Big Horn Basin Farmers Market Association. Mr. Megee thanked the Board for allowing the Farmers Market to be placed at the Park County Complex again and stated the market has grown every year. It was moved by Commissioner Grosskopf, seconded by Commissioner Livingston and unanimously carried to approve the Memorandum of Understanding with Big Horn Basin Farmers Market Association and authorized the Chairman to sign.

**Discussion - U.S. Forest Service Title III Fund Allocation.**

Greg Meinecke, County Engineer, came before the Board regarding the U.S. Forest Service Title III Fund Allocation. There is a total of \$123,862.40 available from Title III funding in FY 2011-12 and FY 2012-13, and he would like to see the money allocated to Sunlight Road. Following a general discussion, it was moved by Commissioner French, seconded by Commissioner Tilden and unanimously carried to allocate the funds as requested and to advertise the allocation for a 45-day public comment period.

**Worksession in Old Law Library with Plan One Architects, County Engineer, Superintendent of Buildings & Grounds and Park County Fair Board.**

A worksession was held in the Old Law Library with Plan One Architects, the County Engineer, the Superintendent of Buildings & Grounds, the Park County Fair Board and members of staff regarding the new Fairgrounds Exhibit Hall. Alternatives on the site placement of the building were presented by Dan Odasz of Plan One Architects. Features of the building were discussed, including a commercial kitchen, restrooms and meeting rooms. Another worksession will be held in two weeks with more concise drawings.

**Adjournment.**

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

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Bucky Hall, Chairman

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Joseph E. Tilden, Vice Chairman

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Lee Livingston, Commissioner

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Tim A. French, Commissioner

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Loren Grosskopf, Commissioner

Attest:

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Jerri B. Torczon, County Clerk