

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

A regular meeting of the Board of County Commissioners of Park County, Wyoming, was held on Tuesday, July 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.

Executive Session

It was moved by Commissioner Livingston, 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 Livingston, seconded by Commissioner Tilden to go out of Executive Session. It was moved by Commissioner Tilden, seconded by Commissioner Grosskopf and unanimously carried to approve the proposals presented in Executive Session.

Discussion - Review County Engineer Applications and Appoint Committee.

Chairman Hall informed the Board that there are several applications for the County Engineer position and requested that a committee be formed to review the applications to determine who to interview. Commissioner Tilden and Commissioner Livingston volunteered to serve on the screening committee, with recommendations to be made at the next meeting.

Approval - Petition from Glenn A. Nielson to De-Annex Property from City of Cody Boundaries.

Becky Ross, Planner II, and Linda Gillett, Planning & Zoning Director, came before the Board and presented the staff report on the Petition of Glenn A. Nielson to De-Annex Property from the City of Cody Boundaries. The 372 acres is located west of Skyline Drive and the petitioner feels that the current and future planned agricultural land use is more consistent with County lands than land uses within the City of Cody. The petition was published in the Cody Enterprise and no comments have been received. It was moved by Commissioner Grosskopf, seconded by Commissioner Livingston and unanimously carried to approve **RESOLUTION NO. 2014-27, REPORT OF IMPACT OF NIELSON DE-ANNEXATION FROM CITY OF CODY.**

Approval of Minutes.

The minutes of the regular meeting of June 17, 2014 and the special meeting of June 26, 2014 were presented to the Board for consideration. It was moved by Commissioner Tilden, seconded by Commissioner Grosskopf and unanimously carried to approve the minutes.

Approval of Payroll.

Payrolls for June 17, 2014, in the amount of \$1,015.03, and for June 19, 2014, in the amount of \$537,313.02, were presented to the Board for consideration. It was moved by Commissioner Grosskopf, seconded by Commissioner Livingston and unanimously carried to approve payrolls as presented.

Approval - Catering Permits.

County Clerk Jerri Torczon presented Catering Permits for Sunset Properties, Inc. for the Mead for Governor Reception at 153 Road 6MR, Cody, on July 11, 2014, and for CIH, Inc. (The Irma) for the Lion's Club Steak Fry at Road 6NX, Cody, on August 23, 2014. Commissioner Tilden abstained from voting, as he is the manager of the ranch for one of the events. It was moved by Commissioner French, seconded

by Commissioner Livingston and unanimously carried to approve the permits as requested.

Approval - Geotechnical Engineering Services.

Commissioner Livingston presented a letter from Rimrock Engineering, Inc. regarding the geotechnical engineering services to be completed at the Fairgrounds for the new Exhibit Hall. It was moved by Commissioner Livingston, seconded by Commissioner French and unanimously carried to approve the services, in the amount of \$3,950.00.

Public Hearing - Consider Amending the FY 2013-14 Park County Budget.

Commissioner Hall opened the public hearing on the advertised amendment to the Fiscal Year 2013-14 Park County Budget. County Clerk Jerri Torczon reported that the advertised amounts for the budget amendment were only estimates, and the final numbers for revenues were not yet obtainable. It was the consensus of the Board to continue the public hearing until July 15, 2014 at 10:15 a.m.

Discussion of Fees on State Park Land.

Milward Simpson, Director of State Parks & Cultural Resources, and Don Schmalz, came before the Board, at the Board's request to discuss the fees at the Buffalo Bill State Park. Commissioner Tilden stated that he did not think it was necessary to charge a fee for undeveloped areas around the reservoir. Mr. Simpson reported that it is required under statute to charge a fee. A discussion was held regarding waivers for specific events, seasonal permits and legislative changes.

Approval - Cooperative Agreement for Receipt and Distribution of Payments between the Wyoming Department of Family Services, Child Support Enforcement and the Park County Clerk of District Court.

Joyce Boyer, Clerk of District Court, presented the Cooperative Agreement for Receipt and Distribution of Payments between the Wyoming Department of Family Services, Child Support Enforcement and the Park County Clerk of District Court for consideration. It was moved by Commissioner Tilden, seconded by Commissioner French and unanimously carried to approve the agreement as presented, and authorized the Chairman to sign.

Approval - Cooperative Agreement for Responsibilities between the Wyoming Department of Family Services, Child Support Enforcement and the Park County Clerk of District Court.

Joyce Boyer, Clerk of District presented the Cooperative Agreement for Responsibilities between the Wyoming Department of Family Services, Child Support Enforcement and the Park County Clerk of District Court. It was moved by Commissioner Tilden, seconded by Commissioner Livingston to approve the agreement as presented, in an amount not to exceed \$25,569.60, and authorized the Chairman to sign.

Approval - Memorandum of Understanding (MOU) with the Wyoming Department of Revenue for the Computer Assisted Mass Appraisal (CAMA) System for the Assessor's Office.

Pat Meyer, County Assessor, came before the Board and presented the Memorandum of Understanding (MOU) with the Wyoming Department of Revenue for the Computer Assisted Mass Appraisal (CAMA) System for the Assessor's Office. It was moved by Commissioner Livingston, seconded by Commissioner French and unanimously carried to approve the MOU, and authorized the Chairman to sign.

Approval - Lease Renewal for the Park County Court Supervised Treatment Program.

Mike Garza, Superintendent of Buildings & Grounds, came before the Board and presented the lease renewal with the Park County Court Supervised Treatment Program. It was moved by Commissioner Tilden, seconded by Commissioner

Grosskopf and unanimously carried to approve the lease renewal as presented, in the amount of \$23,156.42 per year.

Approval - Salary Contribution Agreement with the University of Wyoming Extension for 4-H Educator.

Tara Kuipers, Northwest Area Community Development Educator, with the University of Wyoming Extension, came before the Board and presented the Salary Contribution Agreement with the University of Wyoming Extension for the 4-H Educator. It was moved by Commissioner Livingston, seconded by Commissioner Grosskopf and unanimously carried to approve the agreement as presented, in the amount of \$19,444.00, and authorized the Chairman to sign.

Approval - Memorandum of Understanding (MOU) with Wyoming Department of Health for Maternal and Child Health Services.

Bill Crampton, Public Health Nurse Manager, came before the Board and presented the Memorandum of Understanding (MOU) with the Wyoming Department of Health for Maternal and Child Health Services. It was moved by Commissioner Tilden, seconded by Commissioner Grosskopf and unanimously carried to approve the MOU as presented, in the amount of \$267,348.00, and authorized the Chairman to sign.

Approval - Amendment One to the Grant Agreement Between Wyoming Business Council and Park County for George Farms Value Added Dairy Feasibility Study.

Amendment One to the Grant Agreement Between Wyoming Business Council and Park County for the George Farms Value Added Dairy Feasibility Study was presented to the Board for consideration. The amendment is to extend the service completion date of the contract from May 1, 2014 to October 1, 2014. It was moved by Commissioner Grosskopf, seconded by Commissioner French and unanimously carried to approve the amendment as presented, and authorized the Chairman to sign.

Recess for Lunch.

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

Public Hearing – Application of Charlie Smith for a Zoning Map Amendment to Rezone From Industrial District to Rural Residential Two-Acre District on two properties south of Road 2AB.

Chairman Hall opened the public hearing on the application of Charlie Smith for a Zoning Map amendment to Rezone From Industrial District to Rural Residential Two-Acre District on two properties south of Road 2AB within E2 NE4 SW4 & W2 NE4 SW4, Sec. 21, T53N, R101W, Park County, Wyoming.

Becky Ross, Planner II, and Linda Gillett, Planning & Zoning Director, presented the staff report and answered questions of the Board. It was moved by Commissioner Tilden, seconded by Commissioner Livingston and unanimously carried to close the public hearing.

Approval - Application of Charlie Smith for a Zoning Map Amendment to Rezone From Industrial District to Rural Residential Two-Acre District on two properties south of Road 2AB.

It was moved by Commissioner French, seconded by Commissioner Tilden and unanimously carried to approve **RESOLUTION NO. 2014-28, APPROVAL OF A ZONING MAP AMENDMENT FROM I TO RR-2 FOR CHARLIE SMITH.**

Public Hearing - Review the Floodplain Permit Application of the WY Department of Game and Fish to Place an Accessory Structure (900 sf pole barn) within the Zone A Special Flood Hazard Area at 573 Road 7GQ.

Chairman Hall opened the public hearing on the Floodplain Permit Application of the WY Department of Game and Fish to place an Accessory Structure (900 sf

pole barn) within the Zone A Special Flood Hazard Area at 573 Road 7GQ in the NW2SE4 of Sec. 17, T55N, R105W, 6th PM Park County, Wy.

Linda Gillett, Planning & Zoning Director, and Becky Ross, Planner II, presented the staff report 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 – Floodplain Permit Application of the WY Department of Game and Fish to Place an Accessory Structure (900 sf pole barn) within the Zone A Special Flood Hazard Area at 573 Road 7GQ.

It was moved by Commissioner Livingston, seconded by Commissioner Grosskopf and unanimously carried to approve **RESOLUTION NO. 2014-29, APPROVAL OF FLOODPLAIN PERMIT #5-14 WYOMING GAME & FISH DEPARTMENT ACCESSORY STRUCTURE.**

Approval - Final Plat Review of Baker Simple Subdivision SS-226.

Becky Ross, Planner II, and Linda Gillette, Planning & Zoning Director, came before the Board and presented the staff report on the on the Final Plat Review of Baker Simple Subdivision and answered questions of the Board. A discussion was held regarding the condition placed on the applicant that if the existing small wastewater system is used, the small wastewater administrator must be contacted for a system evaluation. It was moved by Commissioner Grosskopf and seconded by Commissioner Livingston to approve **RESOLUTION NO. 2014-30, APPROVAL OF FINAL PLAT FOR BAKER SS.226.** Roll was called with Commissioner French casting the only dissenting vote. Motion carried.

Discussion - Park County Court Supervised Treatment Program.

Bryan Baird, Program Director, of the Park County Court Supervised Treatment Program, came before the Board and presented a program status and funding levels for the upcoming year. The funding level from the State has changed and the 25% match required of the County will also change. As such, the lease renewal previously approved will need to be adjusted at the next meeting.

Discussion of Renewal of DeMaris House Lease and Memorandum of Understanding.

Ev Diehl and Marge Wilder of the Cody Heritage Museum, along with Ron Hill and Lynn House, came before the Board and discussed the lease renewal of the DeMaris House and the Memorandum of Understanding. It was the consensus of the Board to have the members of the Cody Heritage Museum draft a new long-term lease agreement, for a length of ten years, coinciding with the Memorandum of Understanding, with a date of completion of the DeMaris House renovations.

Discussion - Demolition of Buildings at the Park County Fairgrounds.

A discussion was held regarding the demotion of the old buildings at the Park County Fairgrounds. These buildings are scheduled to be demolished in order to build the new Exhibit Hall at the Fairgrounds. It was moved by Commissioner Tilden, seconded by Commissioner French and unanimously carried to have Buildings & Grounds advertise for proposals to demolish the building with a mandatory walkthrough date of July 31st and a bid opening date of August 4th.

Preliminary Budget Review.

Continued discussions were held regarding the proposed Fiscal Year 2014-15 Budget. Discussions were held regarding possible wage increases, estimated cash carry-over and the insurance fund surplus. The budget will be reviewed again at the next meeting after changes are made to the document by the Clerk's Office.

Adjournment.

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

Bucky Hall, Chairman

Joseph E. Tilden, Vice Chairman

Lee Livingston, Commissioner

Tim A. French, Commissioner

Loren Grosskopf, Commissioner

Attest:

Jerri B. Torczon, County Clerk