

**Park County Board of County Commissioners
Regular Meeting
June 21, 2016**

Chairman French called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, June 21, 2016. Present were Chairman Tim French, Vice Chairman Lee Livingston, Commissioners Loren Grosskopf, Bucky Hall, Joe Tilden, and Deputy County Clerk Teecee Barrett.

Commissioner Livingston led the audience in the Pledge of Allegiance.

Executive Session.

Commissioner Hall moved to go into executive session, seconded by Commissioner Tilden and unanimously carried. No decisions were made in this session. Commissioner Hall moved to exit executive session, seconded by Commissioner Tilden and unanimously carried. Commissioner Hall moved to direct Public Works Staff and County Attorney to file a County Easement for the public road across Castle Rock Road, seconded by Commissioner Tilden and unanimously carried.

Approve-Vouchers.

The following vouchers were presented to the Board for approval. Commissioner Tilden moved to approve the vouchers as presented, seconded by Commissioner Livingston and unanimously carried.

Payee	Amount
2 M COMPANY, INC.	\$83.62
360 OFFICE SOLUTIONS	\$893.20
A & I DISTRIBUTORS	\$882.30
ALDRICH'S - POWELL	\$21.34
AMERICAN INSTITUTE OF TOXICOLOGY	\$250.00
AT CONFERENCE	\$23.16
AT&T MOBILITY	\$104.74
BAILEY ENTERPRISES, INC.	\$67.21
BAILEY ENTERPRISES, INC.	\$3,952.98
BASIN EQUIPMENT REPAIR	\$1,645.00
BEAR CO., INC.	\$664.45
BEARTOOTH ELECTRIC COOP	\$74.04
BENNETT, M.D., THOMAS L.	\$5,850.00
BIG HORN COUNTY TREASURER	\$50,000.00
BIG HORN GLASS	\$27.50
BIG HORN RADIO NETWORK	\$394.50
BIG HORN REDI-MIX, INC.	\$14,974.39
BIG HORN ROOFING, INC.	\$128.11
BIG HORN RURAL ELECTRIC COMPANY	\$333.04
BIG HORN WHOLESALE, INC.	\$7,564.81
BIG VALLEY BEARING & SUPPLY, INC.	\$27.43
BISON CONSTRUCTION, LLC	\$9,640.00
BLACK HILLS ENERGY	\$3,282.67
BLAIR'S MARKET	\$35.78
BLAKEMAN PROPANE, INC.	\$129.98
BLOEDORN LUMBER - CODY	\$34.95
BOB BARKER COMPANY	\$54.83
BUDGET BLINDS	\$1,589.00
CAROLINA SOFTWARE	\$221.04
CARQUEST AUTO PARTS - #064250	\$729.39
CARQUEST AUTO PARTS - #274890	\$682.06
CENTURYLINK	\$72.88
CHARTER COMMUNICATIONS	\$99.99
CHOICE AVIATION, LLC	\$25.95
CHRISTIE, LOGAN	\$140.40
CIVIC RESEARCH INSTITUTE, INC.	\$179.95

CLEAN SWEEP, LLC	\$990.00
CODY ACE HARDWARE	\$287.14
CODY ENTERPRISE	\$3,202.77
CODY PARKS DEPARTMENT	\$100.00
CODY TREE SURGERY, INC	\$20,000.00
CODY WINNELSON CO.	\$819.67
CODY, CITY OF	\$1,152.00
CONSIDINE, EMILY	\$11.00
COPENHAVER KATH KITCHEN & KOLPITCKE LLC	\$400.00
CORRECTIONAL HEALTHCARE COMPANIES, INC.	\$18,291.58
COULTER CAR CARE CENTER	\$104.00
CRAMPTON, WILLIAM E.	\$450.45
CROFT, KIMBALL	\$90.72
CRUM ELECTRIC SUPPLY CO.	\$225.12
DODGE COMPANY, THE	\$703.04
ECOSYSTEM RESEARCH GROUP, LLC	\$6,036.37
ELECTRICAL ALLY, INC.	\$226.18
ELIAS, RONDA	\$27.54
FASTENAL	\$246.94
FORTERRA	\$13,480.43
GALLS, LLC	\$133.98
GARLAND LIGHT & POWER CO.	\$1,136.48
GARVIN MOTORS, INC.	\$215.00
GLASSMASTERS	\$65.00
GOODYEAR COMMERCIAL TIRE & SERVICE CTRS	\$180.92
GOODYEAR PRINTING	\$1,067.00
GRAINGER	\$462.72
GROSSKOPF, LOREN M	\$256.51
HAL LEE PLUMBING & HEATING, LLC	\$586.50
HOT SPRINGS COUNTY TREASURER	\$50,000.00
HUGHES, RUSTY	\$10.98
INTERSTATE TIRE SERV. INC	\$368.00
IVERSON SANITATION	\$50.00
JEWELL, AUDRA	\$28.73
KANE FUNERAL HOME	\$570.00
KEEGAN, KRISJANSONS & MILES, PC	\$2,419.88
KEELE SANITATION	\$1,225.00
LINTONS BIG R, INC.	\$279.09
LYLE SIGNS, INC.	\$778.54
MAJESTIC LUBE, INC.	\$179.90
MCCARTY, REED, & EARHART, ATTYS L.C.	\$330.00
McINTOSH OIL, INC.	\$1,414.11
MEETEETSE, TOWN OF	\$121.70
MESSINGER & OVERFIELD, P.C.	\$150.15
MONTANA-DAKOTA UTILITIES CO.	\$718.34
MOTOR PARTS, INC.	\$20.15
MURDOCH OIL, INC.	\$8,193.49
NAPA AUTO PARTS	\$38.80
NATIONAL BUSINESS FURNITURE	\$5,249.24
NATIONAL BUSINESS SYSTEMS	\$1,247.49
NORCO, INC.	\$16.81
NORTHWEST WY FAMILY PLANNING	\$1,004.95
ODDE, HANS	\$199.14
OFFICE SHOP, THE	\$155.28
O'REILLY AUTO PARTS	\$93.98
PAWNEE IRRIGATION-EVERGREEN LANDSCAPES	\$196.50
PENNO, KAYE	\$480.00
PILCH ENGINEERING INC., PC	\$15,808.00
PITNEY BOWES, INC. - A/R	\$95.14
POWELL ACE HARDWARE, LLC	\$320.76
POWELL LOCK	\$181.00
POWELL LOCK	\$256.00
POWELL TRIBUNE, INC.	\$144.00
POWELL TRIBUNE, INC.	\$2,971.08
PRO-BUILD - CODY	\$1,756.07

PRODUCTION MACHINE CORP.	\$6,749.12
REED, DARLENE	\$84.24
RIMROCK TIRE CO - CODY	\$1,005.75
ROCKY MOUNTAIN POWER	\$1,250.95
ROMERO, SHAUNNA	\$36.92
SHOSHONE OFFICE SUPPLY, INC.	\$828.77
SMITH, GENE	\$10.00
STROUPE PEST CONTROL, CO.	\$135.00
SYSCO FOOD SERVICES OF MONTANA	\$1,705.55
THOMPSON REUTERS - WEST	\$658.61
TITAN MACHINERY	\$221.14
TRACTOR & EQUIPMENT CO	\$1,949.14
TRIPLE L SALES	\$7,447.69
TUCKER, NICHELLE	\$18.23
UPS STORE, THE	\$237.01
VERIZON WIRELESS	\$50.04
VISA - #0068	\$565.25
VISA - #0100	\$75.00
VISA - #0118	\$590.58
VISA - #0126	\$79.31
VISA - #0142	\$156.78
VISA - #0225	\$2,914.79
VISA - #9358	\$230.98
VISA - #9408	\$26.50
VISA - #9507	\$11,084.66
VISA - #9515	\$266.12
VISA - #9572	\$4,300.38
VISA - #9580	\$3,357.85
VISA - #9614	\$529.89
VISA - #9614 - SCOTT STEWARD	\$1,315.78
VISA - #9630	\$427.12
VISION WEST, INC.	\$72.00
WASHAKIE COUNTY	\$25,000.00
WESTERN EMULSIONS INC	\$1,428.00
WILD WEST CONSTRUCTION	\$17,406.50
WPCI CONSULTANTS, INC.	\$126.00
WYDOT - FINANCIAL SERVICES	\$87,355.02
WYOMING COUNTY COMMISSIONERS ASSN	\$17,261.00
WYOMING DEPARTMENT OF EMPLOYMENT	\$217.47
WYOMING DEPARTMENT OF HEALTH	\$576.00
WYOMING DEPARTMENT OF HEALTH/PBL HLTH LB	\$6.00
WYOMING DEPT OF TRANS - MOTOR VEHICLES	\$5.00
WYOMING DEPT OF TRANS - MOTOR VEHICLES	\$5.00
WYOMING INFORMATION TECHNOLOGY DIV	\$63.71
WYOMING LIVESTOCK ROUNDUP	\$1,645.90
WYOMING STATE PUBLIC DEFENDER	\$1,200.00
WYOMING WATER WORKS	\$216.00
YANKEE CAR WASH	\$143.00
YELLOWSTONE BEHAVIORAL HEALTH	\$10,368.00
TOTAL	<u><u>\$484,305.80</u></u>

Approve-Minutes.

The minutes from June 7, 2016, were presented to the Board for approval. Commissioner Tilden moved to approve the minutes as presented, seconded by Commissioner Livingston and unanimously carried.

Approve-Payroll.

Payroll was presented to the Board for approval. Commissioner Hall moved to approve payroll as presented, seconded by Commissioner Grosskopf and unanimously carried

Approve-Monthly Earnings and Collections.

Monthly earnings and collections for the County Clerk, Clerk of District Court, and the Sheriff were presented to the Board for approval. Commissioner Hall moved to approve the monthly earning and collections as presented.

Approve-Mineral Royalty Grant Draw Down Request.

Teecee Barrett, Deputy Clerk, presented the final draw down request for the mineral royalty grant in the amount of \$35,125.21. Commissioner Tilden moved to approve the request for reimbursement and allow the Chairman to sign, seconded by Commissioner Hall and unanimously carried.

Approve-Final Health and Wellness Incentive Program Payout.

Teecee Barrett, Deputy Clerk, presented the final payout for the Health and Wellness incentive in the amount of \$33,675.00. Commissioner Livingston moved to approve the final disbursement for the Health and Wellness incentive, seconded by Commissioner Grosskopf and unanimously carried.

Approve-Catering Permit.

Commissioner Hall moved to approve the catering permit for Road Grill LLC., on June 25 at the Moon Crest Ranch, seconded by Commissioner Livingston and unanimously carried.

Approve-State Lands and Investment Board Grant Request Reimbursement.

Teecee Barrett, Deputy Clerk, presented draw down request #20 in the amount of \$138,164.56. Commissioner Tilden moved to approve the request and allow the Chairman to sign, seconded by Commissioner Hall and unanimously carried.

Approve-Recommendation to Award County FY 17 Audit.

Colleen Renner, County Clerk, and Barb Poley, County Treasurer, reviewed the bid documents after the bid opening at the last regular meeting. Poley said other Wyoming counties that have used the recommended auditing firm of Carver Florek & James gave favorable reports. The bid amount of \$41,642.50 is for a three year term. Commissioner Tilden moved to approve the recommendation to award the bid to Carver Florek & James, CPAs for a three year term, seconded by Commissioner Livingston and unanimously carried.

Approve-Amendment to Pay Scale.

Previously the Events Department proposed a pay scale amendment for full time temporary employees who work the week of fair. This scale is based on the amount of years worked. Commissioner Tilden moved to approve the pay scale as presented, seconded by Commissioner Livingston and unanimously carried **RESOLUTION NO. 2016-18.**

Approve-Advertisement for Planning and Zoning Board Vacancy.

Shaunna Romero, Executive Assistant, asked the Board for permission to advertise for the Planning and Zoning Board vacancy for three weeks with interviews being on August 22, 2016. Commissioner Hall moved to approve

the advertisement for the Planning and Zoning Board, seconded by Commissioner Grosskopf and unanimously carried.

Discussion-27 Pay Periods.

Hans Odde, First Deputy Clerk, came before the Board to discuss the options for 27 pay periods in 2016. Odde said the additional pay period will impact approximately 50 salaried employees whose annual salaries were divided into 26 at the start of the fiscal year. Odde proposed a couple of different options to the salaried people to remedy the issue. Those impacted employees could elect to forego the 27th pay cycle or choose to receive the check with the understanding that the next fiscal year's pay would be decreased by that amount divided over the 26 pay cycles. Odde proposed sending an email to all salaried employees with detail for the two options; the employees would be asked to mark their choice and sign. After general discussion Commissioner Livingston moved to approve the two options as presented, seconded by Commissioner Grosskopf. The motion carried three to one with Hall opposed.

Request-Hire Detention Deputy.

Joe Torczon, Detention Lieutenant, came before the Board to ask for permission to fill a vacant spot as of June 16. Torczon commented that they hope to have someone in the position by July 4. After general discussion Commissioner Lee moved to approve the filling of the vacant detention position, seconded by Commissioner Tilden and unanimously approved.

Update-Public Health.

Bill Crampton, Public Health Nurse Manager, updated the Board on the past month's Public Health activities. Crampton commented that the two new State nurses are doing well and enjoying their positions. Public Health is approximately \$3000.00 behind in revenue compared to this time last year mainly due to some longer-term vacancies and flu shot numbers being down.

Discussion-Transportation Study.

Christine Bekes, Executive Director of Powell Economic Partnership, introduced David Kack, Park County Transportation Feasibility Study Project Manager representing Wyoming Transport Institute/Montana State University. According to Kack, survey respondents commented that riders, not taxpayer money, should pay for the service. The study also found that most county households own a vehicle but would be open to public transportation options. A large bus system would not be economical at this time. Other low-cost potential options include an employer-sponsored van traveling from Powell to Cody a couple times a day and possible expansion of routes & hours of service for Councils on Aging currently providing transportation for elderly people. James Klessens, Forward Cody CEO/Executive Director, said the study provided the steering committee with actionable information while confirming what they already knew, that certain employment and citizen groups could benefit from public transportation. The next step will be to create a transportation committee. Bekes and Klessens foresee the committee being composed of steering committee representatives and other community members. This committee would keep the Board regularly informed.

Public Hearing-Liquor License Renewals.

Chairman French opened the public hearing to consider all applications for Liquor License Renewal. First Deputy Clerk Hans Odde presented all applications for the proposed liquor license holders. Odde commented that the UXU Ranch did not apply for renewal and the Painter Store in Crandall has

dropped the malt beverage permit and added a new dispensary room. There are currently four active malt beverage permits in the County. Sheriff Steward has had no issues with any of the applicants and the State has approved the applications to this point. Commissioner Livingston moved to close the public hearing, seconded by Commissioner Tilden and unanimously carried. Commissioner Hall moved to approve the liquor license renewal applications as presented, seconded by Commissioner Grosskopf and unanimously carried.

Working Lunch.

Discussion on Special Funding requests for FY 16-17 budget.

Budget- Individual Department.

The following departments came before the Board to discuss the proposed budget:

- Planning & Zoning
- County Assessor
- County Treasurer
- District Court

Public Hearing-Mascari Sign Variance Request.

Chairman French opened the public hearing to consider the Mascari sign variance request. Kim Dillivan, Planner II, gave the staff report. This is to consider approval of variance to the Park County Development Standards and Regulations, Ch. IV, Sec 3b(5) to increase permitted single-sign size from 24 sq. ft. (maximum) to 96 sq. ft., and to increase the maximum sign area per site from 200 sq. ft. (maximum) to 384 sq. ft. in a General Rural 20-acre (GR-20) zoning district. The applicants wish to place four billboard signs, each 8' x 12' in size along highway 120 on 35.5 acre parcel. The location is approximately .8 miles south of the Montana boarder on the east side of highway 120. One public comment, opposed to the variance, was received. After general discussion Commissioner Tilden moved to close the public hearing, seconded by Commissioner Livingston and unanimously carried. Commissioner Tilden moved to deny the variance, seconded by Commissioner Livingston and unanimously carried **RESOLUTION NO. 2016-019.**

Final Plat Review- Sweet Simple Subdivision-239.

Kim Dillivan, Planner II, gave the staff report to consider approval of the final plat application of the Melba I. Sweet Revocable Trust to create a one-lot simple subdivision of 2.02 acres, intended for a single family residential use, with an agricultural remainder of approximately 77 acres. The proposed lot is just northwest of Powell on Lane 8. The lot has an existing residence with an address of 927 Lane 8, Powell. No public comment was received on this matter. Commissioner Hall moved to approve the final plat application for the Sweet Simple Subdivision-239 **RESOLUTION NO. 2016-020.**

Budget-Individual Department Continued.

The following departments discussed their proposed budgets:

- County Coroner
- Library Board
- Information Technology
- County Commissioners & Others

Recessed at 5:25 until June 22 at 8:00 AM.

The Board reconvened at 8:00 AM on Wednesday, June 22. Commissioner Livingston led the Pledge. Commissioner Hall was absent in the morning. Commissioner Livingston excused himself at 9:15 due to illness.

Budget-Individual Department Continued.

- Solid Waste
- Museum Board
- Homeland Security
- Public Health
- County Clerk
- Elections
- Fair Board
- Events Department
- County Attorney
- Road and Bridge
- County Engineer
- Sheriff/Detention
- Parks and Recreation Board
- UW Extension
- Clerk of District Court
- Buildings and Grounds

Adjourn

Commissioner Hall made a motion to adjourn, Commissioner Tilden seconded and the motion carried.

Tim A. French, Chairman

Lee Livingston, Vice Chairman

Loren Grosskopf, Commissioner

Bucky Hall, Commissioner

Joseph E. Tilden, Commissioner

Attest:

Teecee Barrett on behalf of
Colleen Renner, County Clerk