

**Park County Board of County Commissioners  
Regular Meeting  
October 4, 2016**

Chairman French called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, October 4, 2016. Present were Chairman Tim French, Vice Chairman Lee Livingston, Commissioners Loren Grosskopf, Bucky Hall, Joe Tilden, and Deputy Clerk Teecee Barrett.

Commissioner Livingston led the audience in the Pledge of Allegiance.

**Approve-Minutes.**

The Minutes from September 20<sup>th</sup> 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.**

Commissioner Livingston moved to approve the payroll as presented, seconded by Commissioner Hall and unanimously carried.

**Approve-Vouchers.**

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

| Payee                             | Amount       |
|-----------------------------------|--------------|
| 2 M COMPANY, INC.                 | \$1,830.31   |
| 360 OFFICE SOLUTIONS              | \$128.29     |
| A & I DISTRIBUTORS                | \$580.35     |
| ALDRICH'S - POWELL                | \$70.36      |
| AT&T MOBILITY                     | \$2,174.00   |
| B & B FLEET SERVICE               | \$5,175.00   |
| BEAR CO., INC.                    | \$1,505.52   |
| BIG HORN ENGRAVING                | \$210.00     |
| BIG HORN WHOLESALE, INC.          | \$3,469.02   |
| BIG VALLEY BEARING & SUPPLY, INC. | \$28.25      |
| BISON CONSTRUCTION, LLC           | \$127,189.00 |
| BLACK BOX RESALE SERVICES         | \$1,060.00   |
| BLACK HILLS ENERGY                | \$181.29     |
| BLAIR'S MARKET                    | \$154.17     |
| BOB BARKER COMPANY                | \$798.34     |
| BOYS & GIRLS CLUB OF PARK CO.     | \$3,283.20   |
| CARING FOR POWELL ANIMALS         | \$875.52     |
| CARQUEST AUTO PARTS - #064250     | \$35.26      |
| CARQUEST AUTO PARTS - #274890     | \$29.75      |
| CDW GOVERNMENT, INC.              | \$1,362.62   |
| CENTURYLINK                       | \$3,692.55   |
| CHARTER COMMUNICATIONS            | \$394.01     |
| CHOICE AVIATION, LLC              | \$68.47      |
| CLOUD PEAK COUNSELING CENTER      | \$1,625.00   |
| CODY ACE HARDWARE                 | \$818.79     |
| CODY COUNCIL ON AGING             | \$11,856.00  |
| CODY ENTERPRISE                   | \$980.00     |
| CODY OVERHEAD DOOR CO.,LLC        | \$295.00     |
| CODY SHOOTING COMPLEX             | \$4,000.00   |
| CODY WINNELSON CO.                | \$217.15     |
| CODY YELLOWSTONE AIR              | \$6,566.40   |
| CODY, CITY OF                     | \$1,094.40   |
| CODY, CITY OF                     | \$26,937.04  |
| COULTER CAR CARE CENTER           | \$80.00      |
| CRAMPTON, WILLIAM E.              | \$30.00      |

|  |             |
|--|-------------|
| CRISIS INTERVENTION SERVICES               | \$3,064.32  |
| CROFT, KIMBALL                             | \$344.34    |
| DALE WEAVER, INC.                          | \$1,850.37  |
| DE HAAN ELECTRONICS                        | \$397.40    |
| DELL MARKETING L.P., C/O DELL USA L.P.     | \$208.76    |
| DELUXE FOR BUSINESS                        | \$244.75    |
| ELECTION SOURCE                            | \$17.64     |
| ELECTION SYS & SOFTWARE, INC               | \$150.82    |
| ELECTRICAL ALLY, INC.                      | \$171.00    |
| ENGINEERING ASSOCIATES                     | \$1,750.40  |
| FASTENAL                                   | \$116.20    |
| FORWARD CODY WYOMING, INC.                 | \$4,377.60  |
| GALLS, LLC                                 | \$16.94     |
| GARY'S VACUUM & STAMPS                     | \$38.45     |
| GRAINGER                                   | \$783.06    |
| HALL, THOMAS BUCKY                         | \$401.76    |
| HANSON CHEMICAL INC.                       | \$1,985.50  |
| HEARTLAND PAPER COMPANY                    | \$68.96     |
| HINZE, BOBBIE                              | \$124.03    |
| HONNEN EQUIPMENT CO.                       | \$75.58     |
| HOWARD, FRED L                             | \$92.28     |
| HUGHES, RUSTY                              | \$26.22     |
| I-STATE TRUCK CENTER                       | \$177.49    |
| IVERSON SANITATION                         | \$50.00     |
| JACKS TRUCK & EQUIPMENT, INC.              | \$320.03    |
| JOHNSTON, JOYCE                            | \$56.16     |
| K-B COMMERCIAL PRODUCTS                    | \$3,468.90  |
| KEELE SANITATION                           | \$3,320.38  |
| KENCO SECURITY AND TECHNOLOGY              | \$304.25    |
| KUBAT EQUIPMENT & SERVICE CO.              | \$215.08    |
| KUIPERS, TARA                              | \$77.76     |
| LINTONS BIG R, INC.                        | \$160.48    |
| LOEPER, JESSICA                            | \$5,375.00  |
| MAJESTIC LUBE, INC.                        | \$356.70    |
| MANNAHOUSE                                 | \$2,123.13  |
| MCBROOM, MATTHEW A.                        | \$23.74     |
| MEETEETSE SENIOR CENTER                    | \$2,508.00  |
| MEETEETSE VISITOR CENTER                   | \$2,188.80  |
| MEETEETSE, TOWN OF                         | \$218.88    |
| MERCK SHARP & DOHME CORP.                  | \$434.46    |
| MILLER, RYAN                               | \$100.92    |
| MOHLER, TYCEE JO                           | \$78.08     |
| MORGENWECK, BARB                           | \$312.00    |
| MORRIS, SANDIE                             | \$26.07     |
| MORRISON, MARION                           | \$91.20     |
| MOTOR PARTS, INC.                          | \$221.30    |
| MURDOCH OIL, INC.                          | \$9,380.00  |
| NAPA AUTO PARTS                            | \$95.49     |
| NATIONAL BUSINESS SYSTEMS                  | \$2,235.75  |
| NEMONT                                     | \$47.15     |
| NORMONT EQUIPMENT CO                       | \$316.40    |
| NORTHWEST RURAL WATER DISTRICT             | \$80.40     |
| ODDE, HANS                                 | \$421.61    |
| PARK CO COURT SUPERVISED TREATMENT<br>PROG | \$9,147.73  |
| PARK COUNTY 4-H COUNCIL                    | \$2,736.00  |
| PARK COUNTY ANIMAL SHELTER                 | \$2,626.56  |
| PARK COUNTY TREASURER                      | \$951.00    |
| PAVEMENT MAINTENANCE, INC.                 | \$39,939.80 |
| PITNEY BOWES, INC. - A/R                   | \$1,086.75  |
| POCKET PRESS, INC.                         | \$269.70    |
| POWELL ACE HARDWARE, LLC                   | \$152.05    |
| POWELL ECONOMIC PARTNERSHIP, INC.          | \$3,501.94  |
| POWELL ELECTRIC                            | \$104.67    |
| POWELL SENIOR CITIZENS AGO-GO, INC         | \$11,856.00 |
| POWELL VALLEY RECYCLING                    | \$1,751.04  |

|   |                                   |
|---|-----------------------------------|
| POWELL, CITY OF                             | \$8,835.00                        |
| PRECISION PLAN AND DESIGN, INC.             | \$900.00                          |
| PRO-BUILD - CODY                            | \$17.10                           |
| PUTNEY, LINDA                               | \$99.84                           |
| RIMROCK TIRE CO - CODY                      | \$245.48                          |
| RIMROCK TIRE CO - POWELL                    | \$29.95                           |
| ROCKY MOUNTAIN INFO NETWORK                 | \$100.00                          |
| ROCKY MOUNTAIN POWER                        | \$511.03                          |
| ROMERO, SHAUNNA                             | \$135.48                          |
| SANOFI PASTEUR, INC                         | \$32,105.15                       |
| SECRETARY OF STATE                          | \$60.00                           |
| SHERWIN-WILLIAMS STORE - CODY               | \$245.35                          |
| SHOSHONE OFFICE SUPPLY, INC.                | \$658.95                          |
| SOLID WASTE ASSOC. OF NORTH AMERICA         | \$302.00                          |
| SPRINGHILL SUITES - CHEYENNE                | \$1,335.00                        |
| STROUPE PEST CONTROL, CO.                   | \$95.00                           |
| SYSCO FOOD SERVICES OF MONTANA              | \$2,500.79                        |
| TCT WEST, INC                               | \$16,592.41                       |
| THOS. Y. PICKETT & CO., INC.                | \$1,100.00                        |
| TITAN MACHINERY                             | \$1,230.24                        |
| TOLG, ROBIN                                 | \$75.00                           |
| TRACTOR & EQUIPMENT CO                      | \$1,002.09                        |
| TRI STATE TRUCK & EQUIP, INC                | \$255.73                          |
| TRIPLE L SALES                              | \$343.28                          |
| TW ENTERPRISES, INC.                        | \$3,138.60                        |
| TYLER TECHNOLOGIES, INC.                    | \$3,878.88                        |
| UNIVERSITY OF WY - ADMIN BUSINESS OFFICE    | \$5,681.61                        |
| VARDIMAN, JEREMIAH                          | \$99.36                           |
| VERIZON WIRELESS                            | \$26.51                           |
| VERIZON WIRELESS                            | \$71.20                           |
| VERIZON WIRELESS                            | \$316.38                          |
| VISIONARY COMMUNICATIONS, INC.              | \$78.30                           |
| VITAL STATISTICS SERVICES                   | \$309.50                          |
| WAL MART COMMUNITY/GEMB                     | \$1,088.41                        |
| WILLIAMS & SONS, LLC                        | \$237.16                          |
| WINTER EQUIPMENT COMPANY, INC.              | \$75.14                           |
| WYOMING BEHAVIORAL INSTITUTE                | \$58.88                           |
| WYOMING DEPARTMENT OF HEALTH/PBL HLTH<br>LB | \$56.50                           |
| WYOMING GUARDIAN AD LITEM PROGRAM           | \$3,715.04                        |
| WYOMING INFORMATION TECHNOLOGY DIV          | \$49.37                           |
| WYOMING LAW ENFORCEMENT ACADEMY             | \$310.00                          |
| WYOMING WINDOW CLEANING                     | \$636.00                          |
| YANKEE CAR WASH                             | \$16.83                           |
| YELLOWSTONE BEHAVIORAL HEALTH               | \$19,699.20                       |
| YELLOWSTONE REGIONAL AIRPORT                | \$32,229.00                       |
| <b>TOTAL</b>                                | <b><u><u>\$474,557.03</u></u></b> |

### **Approve-Review and Approve NOVCS.**

Barb Poley, County Treasurer, presented three NOVCS to the Board for approval: Marathon Oil Co. in the amount of \$11,351.20; Marathon Oil Co., \$20,846.06; and Vanguard Operating LLC., \$23,397.67. Commissioner Hall moved to approve and pay the NOVCS in full as presented, seconded by Commissioner Livingston and unanimously carried.

### **Approve-Homeland Security Grant.**

Martin Knapp, Homeland Security Coordinator, presented grant EMW-2016-SS-000037 in the amount of \$40,000.00 to the Board for approval. The grant period is from September 1, 2016, to May 31, 2019. Commissioner Livingston moved to approve the grant, seconded by Commissioner Tilden and unanimously carried.

### **Approve-Service Agreement with USI.**

Teecee Barrett, Deputy Clerk, presented the service agreement listing USI and Eric Deeg as the health insurance consultant. The same agreement was formerly with Wells Fargo, but USI has since purchased the account. Commissioner Grosskopf moved to approve the agreement and allow the Chairman to sign, seconded by Commissioner Livingston and unanimously carried.

### **Approve-Replacement of Part Time Custodian.**

Mike Garza, Buildings and Grounds Superintendent, requested approval to replace a part time custodian. The position already exists and will be paid at the same rate as the previous employee. Commissioner Hall moved to allow Buildings and Grounds to fill the open position of part time custodian, seconded by Commissioner Livingston and unanimously carried.

### **Approve-Revised Resolution 2016-33, Flood Plain Permit 3-16.**

Linda Gillett, Planning Director, presented revised Resolution 2013-33 for flood plain permit 3-16 for the Brown Thomas Meadow LLC bank stabilization project. The revisions reflected terms that were approved at the public hearing. Commissioner Tilden moved to approve **RESOLUTION NO. 2016-33** as presented, seconded by Commissioner Grosskopf and unanimously carried.

### **Approve-Lease Agreement with TEX-OK.**

Shaunna Romero, Executive Assistant, presented the lease agreement between Park County and TEX-OK for space at the Park County Complex. The three-year agreement reflects a 2.4% increase. Commissioner Tilden moved to approve the agreement, seconded by Commissioner Livingston and unanimously carried.

### **Approve-TANF Grant Agreements.**

Shaunna Romero, Executive Assistant, presented TANF grant agreements totaling \$72,764.00 for grant sub-recipients Big Brothers Big Sisters of Northwest Wyoming, Boys and Girls Clubs, Children's Resource Center, Crisis Intervention Services, Northwest College Center for Workforce Training and Development, Northwest Wyoming Family Planning, and Yellowstone Country Assistance Network. Commissioner Livingston moved to approve the agreements, seconded by Commissioner Tilden and unanimously carried. Romero also presented the primary TANF contract between the State of Wyoming and the County as this is a pass-through grant. The suggested changes from the County Attorney's office have been made to the agreement by the Attorney General's office. Commissioner Grosskopf moved to approve the agreement, seconded by Commissioner Tilden and unanimously carried.

### **Bid Opening-Road and Bridge Motor Graders.**

Brian Edwards, County Engineer, and Jeremy Quist, Staff Engineer, opened the two bids received for two motor graders. Bidders were Honnen Equipment, Mills, WY, and Tractor & Equipment of Great Falls, MT. The bids were as follows:

Honnen Equipment- John Deere Model 772 GP-\$557,726.00 (for two) with equipment option of \$10,400.00, less trade in of two graders in the amount of \$534,750.00. Leaving a net bid of \$33,376.00 that includes a two year warranty, or \$57,646.00 for a five year warranty.

Tractor & Equipment- CAT Model 2017 140 M3AWD-\$641,282.00 (for two) with no trade in options.

The bids were reviewed by staff during a break. Edwards recommended that the bid be awarded to Honnen Equipment in the amount of \$33,376.00 after trade with a two year warranty. After general discussion Commissioner Tilden moved to approve the staff recommendation, seconded by Commissioner Grosskopf and unanimously carried.

**Approve-Natural Resources Conservation Service Emergency Watershed Protection Program Sponsorship Letter.**

Upon approval by the Board, submission of the sponsorship letter will allow NRCS to assess and identify eligible EWP projects, the first step in the process. As an employee and impacted landowner, Commissioner Tilden abstained from the vote and discussion. Bryan Skoric, County Attorney, has reviewed the responsibilities of the sponsor. His office will continue working with the Board and staff as the project continues. Commissioner Livingston moved to approve the sponsorship letter with Park County as the program sponsor, seconded by Commissioner Grosskopf and carried.

**Approve-Election Ballot for Northwest Rural Water.**

Northwest Rural water sent a ballot for election of officers for three terms expiring at the end of the year with three candidates listed on the ballot. Commissioner Tilden moved to vote for the three candidates that are running, seconded by Commissioner Hall and unanimously carried.

**Discussion-WACO/WCCA Fall Conference.**

Commissioners Hall and Tilden attended the conference held in Laramie last week. Hall attended the WCCA Board of Directors meetings. The Board will need to appoint someone in January to fill Hall's position on the WCCA Board. The winter meeting will be December 7 and 8 in Lusk. Hall encouraged the Board members to attend along with any newly elected commissioners. Commissioner Tilden updated the Board on the continuing Special Districts discussion between the Legislature and county commissions state-wide. Tilden also commented that the Governor spoke at the WACO conference and proposed interim funding for municipalities and counties with revenue losses.

**Presentation-Black Footed Ferret Release Update.**

Zach Walker, WY Game & Fish non-game bird & mammal supervisor, turned the time over to project manager Nichole Bjornlie to update the Board on the recent ferret reintroduction. Bjornlie said 35 ferrets were released on the Pitch Fork and Lazy BV ranches in late July. Insecticide dusting for fleas in prairie dog communities was done prior to the release to improve the ferrets' survival rate; plague management efforts will continue. Locations of 19 of the 35 (54%) released ferrets were recorded in September and additional monitoring will continue into the fall when kits are visible. Game and Fish plans two more years of reintroduction; numbers will be determined based on survival rates but Bjornlie said subsequent releases will likely be fewer than 35. Bjornlie said the project has received significant support from local landowners.

**Approve-Plat Amendment.**

Kim Dillivan, Planner II, presented the plat amendment for Johnson SS-142. This is a boundary line adjustment between existing lots 1 and 2. The address of the subdivision is 1176 Lane 13, Powell. This area is zoned as General Rural Powell (GR-P). After general discussion Commissioner Tilden moved to approve the plat amendment for Johnson SS-142, seconded by

Commissioner Grosskopf and unanimously carried **RESOLUTION NO. 2016-34.**

**Adjourn.**

Commissioner Livingston 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