

**Park County Board of County Commissioners**  
**Regular Meeting**  
**December 20, 2016**

Chairman French called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, December 20, 2016. Present were Chairman Tim French, Vice Chairman Lee Livingston, Commissioners Loren Grosskopf, Bucky Hall, Joe Tilden, and Deputy Clerk Teecee Barrett.

Commissioner Hall led the audience in the Pledge of Allegiance.

**Discussion-Simplifile e-Recording.**

Hans Odde, 1<sup>st</sup> Deputy Clerk, presented the option of accepting land documents through an e-file system. Odde noted that legislation will be effective January 1 allowing documents to be electronically filed. Simplifile is a third party pass-through document management system; documents would download electronically once daily. Filing fees are paid online by the submitter with no charge to the County. Simplifile would interface with the current system so it would be paperless, but still allow for rejection of the document if something was incorrect. Odde said the County would continue to take hard copy documents. The County's costs would include purchasing the program interface module and annual maintenance and support fees, with the first year's costs being \$4080.00. If approved the expense would be included in the budget amendment at the end of the fiscal year. Commissioner Hall moved to approve the purchase of the program to be included in the budget amendment, seconded by Commissioner Livingston and unanimously carried. Commissioner Grosskopf moved to approve the ACH agreement with Simplifile and allow the Chairman to sign, seconded by Commissioner Livingston and unanimously carried.

**Approve-Vouchers.**

The following vouchers were presented to the Board for approval. An additional voucher was added for Nicholson Dirt in order to meet State reimbursement requirements. Commissioner Livingston moved to approve all vouchers as presented, seconded by Commissioner Grosskopf and unanimously carried:

<b>Payee</b>	<b>Amount</b>
360 OFFICE SOLUTIONS	\$337.01
A & I DISTRIBUTORS	\$203.90
ALDRICH'S - POWELL	\$20.36
ARCASEARCH CORPORATION	\$201,524.50
AT CONFERENCE	\$29.56
AT&T MOBILITY	\$164.25
BAILEY ENTERPRISES, INC.	\$287.54
BAILEY ENTERPRISES, INC.	\$9.22
BAILEY ENTERPRISES, INC.	\$3,446.80
BEAR CO., INC.	\$2,232.08
BIG HORN WHOLESALE, INC.	\$1,894.06
BILLINGS GAZETTE, INC. - SUBSCRIPTIONS	\$247.00
BLACK HILLS ENERGY	\$1,518.59
BLAKEMAN PROPANE, INC.	\$573.99
BOB BARKER COMPANY	\$804.78
BRANDON-WINTERMOTE, KIMBERLY	\$89.04
BRAZELTON, LILLIAN	\$29.16
BUREAU OF LAND MANAGEMENT	\$5,488.72
CARQUEST AUTO PARTS - #064250	\$934.70
CARQUEST AUTO PARTS - #274890	\$1,501.33
CARVER, FLOREK & JAMES, CPA'S	\$3,600.00
CDW GOVERNMENT, INC.	\$83.53

CENTURYLINK	\$3,769.01
CENTURYLINK BUSINES SERVICES	\$38.53
CHARTER COMMUNICATIONS	\$102.94
CHOICE AVIATION, LLC	\$35.45
CODY ACE HARDWARE	\$209.93
CODY ENTERPRISE	\$30.00
CODY ENTERPRISE	\$2,256.05
CODY PAINT & BODY, INC.	\$884.00
CODY WINNELSON CO.	\$61.70
CODY, CITY OF	\$2,496.07
COMMERCIAL LAUNDRY SALES, INC.	\$247.43
COPENHAVER KATH KITCHEN & KOLPITCKE LLC	\$400.00
CORRECTIONAL HEALTHCARE COMPANIES, INC.	\$4,763.48
COULTER CAR CARE CENTER	\$167.00
CRUM ELECTRIC SUPPLY CO.	\$168.30
CUSTOM DELIVERY SERVICE, INC.	\$18.88
DAVE BALLING AGENCY	\$340.00
DE HAAN ELECTRONICS	\$37.50
ELLIOT RIVERS PUBLISHING CO.	\$50.00
GARLAND LIGHT & POWER CO.	\$1,173.29
GARVIN MOTORS, INC.	\$46.72
GARY'S VACUUM & STAMPS	\$87.25
HALL, THOMAS BUCKY	\$172.80
HINZE, BOBBIE	\$28.08
HOWARD, FRED L	\$92.28
INLAND TRUCK PARTS & SERVICE	\$180.08
INTERSTATE BATTERIES	\$235.90
INTERSTATE TIRE SERV. INC	\$1,238.52
J.C. REPAIR, INC.	\$410.00
JEWELL, AUDRA	\$50.22
KEEGAN, KRISJANSONS & MILES, PC	\$5,662.99
KEELE SANITATION	\$1,840.00
KENCO SECURITY AND TECHNOLOGY	\$304.25
LEON UNIFORM COMPANY, INC.	\$147.00
LINTONS BIG R, INC.	\$498.66
LIVINGSTON, LEE	\$419.14
MAJESTIC LUBE, INC.	\$135.90
MARQUIS AWARDS & SPECIALTIES, INC	\$105.60
MATTHEW BENDER & CO., INC.	\$413.47
MCCARTY, REED, & EARHART, ATTYS L.C.	\$900.00
MEETEETSE VISITOR CENTER	\$50.00
MEETEETSE, TOWN OF	\$121.70
MILLER, RYAN	\$100.92
MONTANA-DAKOTA UTILITIES CO.	\$1,030.23
MORRISON, MARION	\$91.20
MOTOR PARTS, INC.	\$19.68
MOTOROLA SOLUTIONS, INC.	\$362.00
MURDOCH OIL, INC.	\$13,516.00
NADA GUIDES	\$186.00
NAPA AUTO PARTS	\$8.99
NICHOLSON DIRT CONTRACTING	\$120,806.29
NORCO, INC.	\$45.84
NORTHWEST WY FAMILY PLANNING	\$391.38
OFFICE SHOP, THE	\$1,645.28
O'REILLY AUTO PARTS	\$180.62
PARK COUNTY GLASS, INC.	\$266.72
PARK COUNTY TREASURER	\$13,490.42
PFIZER INC.	\$3,127.97
PILCH ENGINEERING INC., PC	\$12,361.00
PLANET HEADSET	\$263.30
POSTMASTER, CODY WY	\$188.00
POWELL ACE HARDWARE, LLC	\$14.98
POWELL LOCK	\$156.00
POWELL TRIBUNE, INC.	\$3,543.70
PRODUCTION MACHINE CORP.	\$18.02

PUTNEY, LINDA	\$99.84
QUILL CORPORATION	\$75.97
RENNER, ECHO	\$81.08
RIMROCK TIRE CO - CODY	\$44.95
ROCKY MOUNTAIN POWER	\$118.29
SANOFI PASTEUR, INC	\$667.48
SHOSHONE OFFICE SUPPLY, INC.	\$992.59
SHRM	\$175.00
SOLID WASTE ASSOC. OF NORTH AMERICA	\$212.00
STOTZ EQUIPMENT	\$302.40
SYSCO FOOD SERVICES OF MONTANA	\$3,243.55
THOMPSON REUTERS - WEST	\$658.61
TITAN MACHINERY	\$1,108.66
TYLER TECHNOLOGIES, INC.	\$2,625.00
VERIZON WIRELESS	\$50.04
VERIZON WIRELESS	\$70.88
VISA - #0068 - B. POLEY	\$53.00
VISA - #0100 - B. SKORIC	\$95.00
VISA - #0118 - P. MEYER	\$856.19
VISA - #0191 - T. HALL	\$22.20
VISA - #9259 - M. KNAPP	\$0.50
VISA - #9408 - B. EDWARDS	\$31.95
VISA - #9507 - C. RENNER	\$1,614.43
VISA - #9515 - P. LINDENTHAL	\$40.43
VISA - #9572 - E. RENNER	\$5,187.18
VISA - #9614 - SCOTT STEWARD	\$2,520.25
VISA - #9689 - M. CONNERS	\$1,660.33
VISA - #9721 - M. GARZA	\$1,455.41
WAR DOG MEMORIAL PROJECT	\$2,000.00
WARD, NICHOLAS	\$75.00
WILLIAMS & SONS, LLC	\$5,624.24
WOODWARD TRACTOR & RENTAL, INC	\$2,333.50
WPCI CONSULTANTS, INC.	\$130.50
WYOMING BEHAVIORAL INSTITUTE	\$1,370.00
WYOMING DEPARTMENT OF EMPLOYMENT	\$210.80
WYOMING DEPARTMENT OF HEALTH	\$336.00
WYOMING DEPARTMENT OF HEALTH/PBL HLTH LB	\$321.00
WYOMING ENGINEERING SOCIETY	\$60.00
WYOMING STATE PUBLIC DEFENDER	\$1,200.00
WYOMING WATER WORKS	\$144.00
YANKEE CAR WASH	\$33.00
<b>TOTAL</b>	<u><u>\$465,126.03</u></u>

### **Approve-Minutes.**

The December 6 minutes were presented to the Board for approval. Commissioner Livingston moved to approve the minutes, seconded by Commissioner Grosskopf and unanimously carried.

### **Approve-Payroll.**

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

### **Approve-Monthly Earnings and Collection Statements.**

Commissioner Grosskopf moved to approve the monthly earnings and collection statements for the Clerk, Clerk of District Court, and Sheriff, seconded by Commissioner Livingston and unanimously carried.

### **Consider- Fair Board Request.**

The Fair Board submitted a letter of request to the Commission asking them to consider moving the term length from five years to three years and increasing the Board members from five to seven. After general discussion Commissioner Livingston moved to reduce the term length for the Fair Board from five to three years, seconded by Commissioner Hall and unanimously carried. With reappointment effective January 1, Sara Skalsky will be given the option to serve either a three or five year term. All other current board members will finish the five year terms they were appointed to. Discussion continued on the expansion of board membership from five to seven. Commissioner Hall moved to increase the board size from five to seven with the motion seconded by Commissioner Grosskopf. The motion failed 2-3 with Livingston, Tilden and French opposed.

### **Consider-Fee Waiver**

Powell Medical Foundation requested a fee waiver for use of the new fairgrounds events center for their annual Mardi Gras hospital fund raiser on February 27, 28 and March 1. Commissioner Livingston moved to approve the request, seconded by Commissioner Grosskopf and unanimously carried.

### **Consider-Lease Renewals.**

Two lease renewals are up for consideration. One for High Country Mercantile and the other American Legion/ Homesteader Museum. After reviewing the proposed leases it was the consensus of the Board to postpone a decision until all questions are answered.

### **Approve-Special Prosecutions Request.**

Bryan Skoric, Park County and Prosecuting Attorney, presented an agreement with Big Horn County's Attorney's Office to evaluate and make prosecution decisions in matters in which the Park County Attorney's Office has declared a conflict of interest. This service will be provided free of charge to Park County, except that Park County and Prosecuting Attorney's Office will reimburse for all costs and expenses associated with related prosecutions. This agreement would not be case specific. Commissioner Livingston moved to approve the agreement, seconded by Commissioner Hall and unanimously carried.

### **Approve-Final Plat Review.**

Kim Dillivan, Planner II, presented Southwick Simple Subdivision-242 final plat for review. The applicant, Virginia Southwick, wants to create a one lot simple subdivision of approximately 10 acres for single family residential use, with a remaining parcel of approximately 37 acres. The proposed location is approximately three miles southeast of Powell, just south of County Lane 11H. Commissioner Tilden moved to approve the final plat review for Southwick Simple Subdivision-242, seconded by Commissioner Hall and unanimously carried **RESOLUTION NO. 2016-**

### **Monthly Update-Public Health.**

Bill Crampton, Public Health Nurse Manager, updated the Board. Public Health offices have received fewer new mom visits than they would like. Numbers for the walk-in flu clinic have resulted in revenues ahead of where they were projected to be at this time. However, there is the potential that the vaccine line item in the Public Health budget will be overspent due to the price of vaccines. Crampton said other counties utilize a revolving fund from the income of vaccine administration to purchase the vaccines. Crampton said he would like explore this further. After general discussion, the Board opted to stay with the current system and will do a budget amendment if needed at the end of the fiscal year. Last week Public Health was notified that they would receive an immediate 50% reduction in TANF funds. Crampton is working with Deputy Clerk Teecee Barrett to see if there will still be available funding to fill the open part time position.

### **Update-Wyoming County Commissioners Association Winter Meeting.**

Commissioners Hall, Grosskopf, and Livingston attended the WCCA winter meeting in Lusk, WY. Park County plans to host the spring meeting. Commissioner Hall moved to host the spring County Commissioner meeting, seconded by Commissioner Grosskopf and unanimously carried. Commissioner Hall also volunteered to help with the planning as he will no longer be on the Commission at that point. Highlights of discussions included the State Retirement Fund with Treasurer Mark Gordon; new license plates that are similar to the UW plate; registration of Yellowstone National Park fleet vehicles in Park County; and discussion for the UW Ag Educator for whom Park County currently shares the cost of salary and benefits with the University.

### **Update-Outdoor Recreation Task Force.**

Commissioner Livingston was recently appointed to the Governor's Outdoor Recreation Task Force. Livingston said he is serving in the capacities of elected official as well as a hunting and fishing guide. The purpose of this task force is to study and make recommendation for ways to strengthen outdoor recreation in the State. The 26-member task force is facilitated by Wyoming State Parks; there is no budget for the group. Cody will host the March 8 – 10 meeting. The group will make its recommendations at its May meeting in Sheridan. Livingston noted the task force's activities can be viewed on the Wyoming State Parks website.

### **Presentation-Park County Historic Preservation Commission (PCHPC).**

Larry Todd, PCHPC Chairman, presented the commission's annual report. They operated under two grants this past year: one of them was in collaboration with the Heart Mountain Relocation Camp; the other grant allowed continued research on the ice patch project. Matching grant funds consisted of donated labor, with 51 volunteers' time equaling \$110,000.00. The volunteers were in the field 52 days and recorded 38 new sites. Todd

said a large focus of the commission is public education; he said a 475 people attend the combined presentations with most attendees middle school aged. Todd said the collaboration project with Heart Mountain was extremely successful. They also discovered and recorded the highest elevation teepee site. Work planned for next summer includes sites on the Greybull River and at the headwaters of the Shoshone by Cow Creek. Current grant applications are for \$9,000.00. Todd said any artifacts collected are stored at the University of Wyoming. Commissioner Grosskopf moved to accept the annual report and approve the grant application, seconded by Commissioner Tilden and unanimously carried.

#### **Discuss- Courthouse Closure.**

Chairman French made the decision to close the Courthouse down last Friday at noon due to inclement weather. It was the consensus of the Board to compensate the employees that were at work the full day's pay.

#### **Discuss-Request for Wage Increases.**

Chairman French opened the discussion to consider wage increases. During budget meetings it was discussed that the Board would reconsider wage increases in November when actual revenues were known. Several departments submitted wage increase requests for specific employees. After discussion, Commissioner Hall moved to approve all proposed wage increases with the exception of Road and Bridge, pending additional information from that department. The motion was seconded by Commissioner Tilden, failing two to three with Commissioners Livingston, Grosskopf and French voting opposed.

#### **Recess for Lunch.**

#### **Presentation- Meeteetse and Powell Conservation Districts Annual Reports.**

Ann Trosper, Powell Conservation District, updated the Board on the Clarks Fork Conservation District's year. The District closed its WDA grant on July 31, with its obligations and water quality testing regulations satisfied. The funds were used to install seven septic systems this year, to make a total of 12 done. Approximately \$200,000.00 remains of existing funds. They will apply for the next grant in March; if awarded, the new monies will be reimbursable instead of up front funding.

Steffen Cornell provided the Meeteetse Conservation District annual report. The District experienced budget cuts due to a mill levy reduction. Cornell said the majority of their budget was spent on the Sage Grouse predation project. They also volunteered to judge school science fair projects. Meeteetse hosted the WYRED camp, which focuses on natural resources. They also helped with the Whitt Creek fire under the Firewise Program, and sent letters to landowners at risk for fire danger due to the amount of fire fuel located on their land. They have also been assisting with the travel management plan. The District monitors water quality and tests five locations in their area. Cornell said the District assisted with the Black Footed Ferret release and study in the Meeteetse and Medicine Bow areas. Commissioner Tilden requested that at some point they give a full presentation on the Sage Grouse project.

#### **Discussion-Shoshone Nation Forest scoping Document.**

John Gallagher, representative of the Park County Peddlers mountain biking group, presented concerns he found with the Shoshone National Forest's scoping document. The document proposes adding some trails; however, several miles of trails have been removed. Gallagher requested that

the Commission comment on the loss of trail miles. The mountain bike industry is a large part of outdoor recreation for Park County. Commissioner Grosskopf recommended that an extension should be requested for the comment period. This would give the group time to be able to identify all trails that are not currently in the system. After general discussion Commissioner Tilden moved to write a letter asking for a 90-day extension on scoping comments, seconded by Commissioner Livingston and unanimously carried.

**Presentation-Plaque to Commissioner Hall.**

Chairman French presented a plaque to Commissioner Hall for serving 12 years as a County Commissioner. The commissioners said Hall will be greatly missed and it has been a pleasure serving with him. Hall commented that he loves his job but made the decision to spend more time at his personal business at this time.

**Adjourn.**

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

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Tim A. French, Chairman

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Lee Livingston, Vice Chairman

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Loren Grosskopf, Commissioner

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Bucky Hall, Commissioner

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Joseph E. Tilden, Commissioner

Attest:

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Teecee Barrett on behalf of  
Colleen Renner, County Clerk