

Park County Board of County Commissioners
Regular Meeting
Tuesday, December 19, 2017

Chairman Livingston called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, December 19, 2017. Present were Chairman Lee Livingston, Vice Chairman Loren Grosskopf, Commissioners Joe Tilden, Tim French, Jake Fulkerson, and Clerk Colleen Renner.

Steve Pomajzl, Accounts Payable, led the audience in the Pledge of Allegiance.

Action Items and Other Business:

Approve-Minutes

The minutes from December 5 and 12, 2017 were presented to the Board for approval. Commissioner Tilden moved to approve the minutes as presented, seconded by Commissioner Grosskopf and motion carried.

Approve-Payroll

Payroll was presented in the amount of \$368,507.25 which was for one bi-weekly payroll to the Board for approval. Commissioner Grosskopf moved to approve payroll, seconded by Commissioner Tilden and motion 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 French and motion carried:

Payee	Amount
2 M COMPANY, INC.	\$416.50
360 OFFICE SOLUTIONS	\$834.46
A & I DISTRIBUTORS	\$469.62
AT CONFERENCE	\$91.41
AT&T MOBILITY	\$390.69
BAILEY ENTERPRISES, INC.	\$430.35
BAILEY ENTERPRISES, INC.	\$19.76
BAILEY ENTERPRISES, INC.	\$4,090.98
BEAR CO., INC.	\$628.48
BEARTOOTH ELECTRIC COOP	\$67.38
BIG HORN GALLERIES	\$42.63
BIG HORN GLASS	\$125.00
BIG HORN ROOFING, INC.	\$423.00
BIG HORN RURAL ELECTRIC COMPANY	\$292.83
BIG HORN WHOLESALE, INC.	\$1,895.95
BIG VALLEY BEARING & SUPPLY, INC.	\$24.18
BLACK HILLS ENERGY	\$7,309.41
BLAKEMAN PROPANE, INC.	\$1,168.49
BLOEDORN LUMBER - POWELL	\$412.13
BOB BARKER COMPANY	\$176.29
CAROLINA SOFTWARE	\$241.80
CARQUEST AUTO PARTS - #064250	\$1,638.07
CARQUEST AUTO PARTS - #274890	\$1,251.26
CDW GOVERNMENT, INC.	\$1,508.06
CENTURYLINK	\$2,893.82
CENTURYLINK BUSINES SERVICES	\$22.72
CHARTER COMMUNICATIONS	\$99.99
CHUCK'S SIGNS AND DESIGN, LLC	\$589.92
CLOUD PEAK COUNSELING CENTER	\$3,575.00
CODY ACE HARDWARE	\$529.22
CODY ENTERPRISE	\$2,321.36
CODY, CITY OF	\$2,463.38
COPENHAVER KATH KITCHEN & KOLPITCKE LLC	\$400.00

CORRECTIONAL HEALTHCARE COMPANIES, INC.	\$19,121.48
COULTER CAR CARE CENTER	\$88.00
CUSTOM AIR, INC.	\$493.44
CUSTOM CAGE, INC.	\$2,550.00
D&G ELECTRIC, LLC	\$713.00
DE HAAN ELECTRONICS	\$472.50
DEE'S ALTERATIONS	\$10.00
DELL MARKETING L.P., C/O DELL USA L.P.	\$6,075.28
DELUXE FOR BUSINESS	\$612.66
DENNY MENHOLT CHEVROLET BUICK GMC	\$1,072.45
EDJE Web Design LLC	\$170.00
FREMONT BEVERAGES, INC.	\$8.00
FREMONT MOTOR CODY, INC.	\$75.63
GALLS, LLC	\$8.95
GARLAND LIGHT & POWER CO.	\$1,330.82
GOODYEAR PRINTING	\$512.00
GRAINGER	\$483.64
GROSSKOPF, LOREN M	\$660.71
GUERTIN, ANDREW	\$95.66
INTERSTATE BATTERIES	\$447.80
INTERSTATE TIRE SERV. INC	\$275.00
IVERSON SANITATION	\$50.00
JOHN DEERE FINANCIAL	\$8.82
K-B COMMERCIAL PRODUCTS	\$481.97
KEEGAN, KRISJANSONS & MILES, PC	\$7,566.38
KEELE SANITATION	\$1,955.48
LINTONS BIG R, INC.	\$570.96
LYLE SIGNS, INC.	\$345.00
MCBROOM, MATTHEW A.	\$31.03
MCCARTY, REED, & EARHART, ATTYS L.C.	\$310.00
McINTOSH OIL, INC.	\$14,639.11
MEETEETSE, TOWN OF	\$121.70
MICKELSON, JOSEPH D	\$306.02
MOHLER, TYCEE JO	\$729.99
MONTANA-DAKOTA UTILITIES CO.	\$2,389.69
MOTOR PARTS, INC.	\$55.35
MURDOCH OIL, INC.	\$17,115.96
NADA GUIDES	\$195.00
NAPA AUTO PARTS	\$10.33
NATIONAL BUSINESS SYSTEMS	\$485.32
NATRONA COUNTY LEGAL DEPARTMENT	\$3,410.00
NEMONT	\$47.37
NICHOLSON DIRT CONTRACTING	\$207,843.75
NORCO, INC.	\$23.52
NORMONT EQUIPMENT CO	\$379.90
NORTHWEST WY FAMILY PLANNING	\$590.91
O'REILLY AUTO PARTS - CODY	\$110.02
O'REILLY AUTO PARTS - POWELL	\$61.97
PENWELL, STEVE	\$54.95
PETERBILT OF WYOMING	\$327.74
POSTMASTER, CODY WY	\$196.00
POWELL ACE HARDWARE, LLC	\$231.05
POWELL TRIBUNE, INC.	\$1,672.36
POWELL WELDING AND INDUSTRIAL SUPPLY LLC	\$393.90
PRODUCTION MACHINE CORP.	\$215.27
QUILL CORPORATION	\$50.23
RENTSCHLER ENTERPRISES	\$30.00
ROBINSON, ETHAN	\$105.00
ROCKY MOUNTAIN POWER	\$530.08
ROVENNA SIGNS & DESIGN	\$2,439.00
SABER PEST CONTROL	\$80.00
SANDERS PLUMBNG & HEATNG, INC.	\$285.00
SELBYS, INC.	\$692.37
SHOSHONE OFFICE SUPPLY, INC.	\$1,288.61
STROUPE PEST CONTROL, CO.	\$320.00
SYSCO FOOD SERVICES OF MONTANA	\$2,316.35
TCT WEST, INC	\$8,624.80
TEAM LABORATORY CHEMICAL CORP.	\$559.00
THERMO FLUIDS, INC.	\$278.70

THOMPSON REUTERS - WEST	\$678.37
TOOHEY, TOM	\$14.03
TOWNEPLACE SUITES CHEYENNE	\$279.00
TRACTOR & EQUIPMENT CO	\$278.02
TRI STATE TRUCK & EQUIP, INC	\$432.54
TRIPLE L SALES	\$42.20
UPS STORE, THE	\$54.00
UW EXTENSION	\$388.57
VARDIMAN, JEREMIAH	\$156.76
VERIZON WIRELESS	\$50.04
VILOS, BRANDEN S.	\$194.74
VISA - #0068 - B. POLEY	\$75.00
VISA - #0100 - B. SKORIC	\$731.31
VISA - #0118 - P. MEYER	\$1,244.65
VISA - #0126 - L. GILLETT	\$92.10
VISA - #0191 - L. LIVINGSTON	\$23.10
VISA - #0225 - W.E. CRAMPTON	\$140.97
VISA - #9259 - M. KNAPP	\$157.73
VISA - #9358	\$613.39
VISA - #9408 - B. EDWARDS	\$777.64
VISA - #9515 - P. LINDENTHAL	\$316.83
VISA - #9689 - M. CONNERS	\$636.97
VISA - #9754 - T. BARRETT	\$1,180.72
VISA - #9762 - S. STEWARD	\$2,718.60
VISA - #9861 - M. GARZA	\$772.07
VISA - #9879 - T. BARRETT	\$1,661.65
WADDELL, TIM	\$9.88
WASHAKIE COUNTY	\$6,000.00
WAYNE'S BOOT SHOP	\$100.00
WILLIAMS & SONS, LLC	\$8,665.00
WOODWARD TRACTOR & RENTAL, INC	\$67.98
WPCI CONSULTANTS, INC.	\$207.00
WYOMING BEHAVIORAL INSTITUTE	\$8,925.00
WYOMING DEPARTMENT OF EMPLOYMENT	\$182.48
WYOMING DEPARTMENT OF HEALTH	\$336.00
WYOMING DEPARTMENT OF HEALTH/PBL HLTH LB	\$32.00
WYOMING DEPT OF TRANS - MOTOR VEHICLES	\$8.00
WYOMING FIRE SAFETY, LC.	\$3,479.00
WYOMING STATE PUBLIC DEFENDER	\$400.00
YANKEE CAR WASH	\$86.00
TOTAL	<u><u>\$394,856.46</u></u>

Approve-Monthly Earnings and Collections.

The monthly earnings and collection statements for the Clerk, Clerk of District Court, and Sheriff were presented for approval. Commissioner French moved to approve, seconded by Commissioner Tilden and motion carried.

Approve and allow Chairman to sign Contract Agreements with Keele Sanitation Services, LLC for roll-off services at the Powell Landfill, Park County Regional Landfill Citizens Convenience Center, Clark Landfill, and Crandall Transfer Station (Sandie Morris, Office Manager, Park County Solid Waste)

Ms. Morris reported that the agreements remained the same as prior years with one change regarding liability insurance and acceptance of responsibility to containers while in Park County’s possession. Commissioner Tilden made a motion to approve the contracts and allow the chair to sign, Commissioner Fulkerson seconded and motion carried.

Approve and allow Chairman to sign agreement with Wyoming Behavioral Institute

The contract remains the same as in the past with the exception of a \$75.00 increase. Commissioner Grosskopf made a motion to approve and allow chair to sign this agreement as presented, Commissioner Fulkerson seconded and motion carried.

Colleen Renner, Park County Clerk – RE: Continue Public Hearing: Amend the Fiscal Year 2017-18 Park County Budget

Brian Edwards and Clerk Renner are figuring out best way to incorporate flood disaster Federal Emergency Management Agency (FEMA) & Federal Lands Access Program (FLAP) monies that will be reimbursed to the county with good accounting and tracking mechanisms in place. FEMA & FLAP will have their own tabs within the budget. Commissioner Tilden made a motion to continue the public hearing to January 16, 2018 at 10:55 a.m., Commissioner French seconded and motion carried.

Linda Gillett, Planning Director – RE: Public Hearing: Adopt of Chapter 25 Wyoming Department of Environmental Quality (WDEQ) small waste water regulations;

Ms. Gillett presented to the board the new wastewater regulations. In order to remain a Delegated County that authorizes and inspects small wastewater permits, Park County must adopt regulations in accordance with state regulations. The county's four-page application is being replaced with an 18 page application, which now requires more detailed site suitability review, with photos; more detailed septic tank and piping worksheet, and drain field sizing includes a 'loading rate'.

There being no public comments, Commissioner Tilden made a motion to close the public hearing, Commissioner French seconded and motion carried. Commissioner Grosskopf made a motion to adopt the regulations and allow the chair to sign the Delegation Agreement with WDEQ, Commissioner Fulkerson seconded and motion carried. **RESOLUTION 2017-55**

Kim Dillivan, Planner II – RE: Public Hearing: Consider application of Kim and Brian Frame, dba Western Collision, Inc., for a Special Use Permit with Site Plan Review to allow a Major Commercial Business in a Commercial zoning district

Mr. Dillivan gave a brief history on the property. Park County was the owner and sold in July 2013. This property is located at 950 Road 10, Powell. Legal notices were published as required. This is a major commercial business and therefore a Special Use Permit is required. The applicants must comply with state and federal regulations on the handling, storage and disposal of hazardous substances. Park County noise, lighting and other nuisance regulations will also apply. Applicants shall provide a total evaluation of well water quality, including heavy metals. Municipal review with City of Powell offered no comments.

Chairman Livingston called for public comments, there being none, Commissioner Tilden made a motion to close the public hearing Commissioner Grosskopf seconded and motion carried. Commissioner Tilden moved to approve the Special Use Permit with Site Plan Review, Commissioner Fulkerson seconded and motion carried. **RESOLUTION 2017-56**

Teecee Barrett, Park County Events Coordinator & Audra Jewell, Events Office Manager – RE: Report on out of state travel

Ms. Barrett reported she attended the Wyoming Association of Fairs in Gillette and the Rocky Mountain Fair Association in Colorado Springs with Ms. Jewell, Christy Muecke, and Steve Martin. Ms. Barrett also attended the International Association of Fairs in Las Vegas, to which board member Sara Skalsky joined for a couple of days.

Points of discussion at the different events were policy, keeping volunteers and enticing new ones best practices and policies at livestock shows, drug testing of livestock, ideas for upcoming fairs, and entertainment. Ms. Jewell reported she attended classes on livestock, marketing, presenting on social media, planning for weather disasters, and securing and maintaining sponsorships.

Hans Odde, Deputy Park County Clerk – RE: Public Hearing: Satellite Manufacturing Permit for Range and River Distilling, Inc.

Thomas Pettinger, owner of Range and River Distilling Inc, located at 63 Sage Creek Road, Cody is requesting a Satellite Manufacturing Permit so that he may retail a small amount of his product on site. The Wyoming Liquor Division has reviewed the application for completeness and the County Planner had issued a special use permit in 2011 and this activity would be allowable under that permit. Hearing no comments from the public Commissioner Fulkerson made a motion to close the public hearing, Commissioner French seconded and motion carried. Commissioner French made a motion to approve the permit and allow chair to sign Commissioner Tilden seconded, and motion carried.

Kim Dillivan, Planner II – RE: Public Hearing: Marmon Major Subdivision, preliminary and final plat review for the re-subdivision of a 1.46-acre lot into 2 lots

Mr. Dillivan requested approval of the preliminary and final plat application of James and Debbie Marmon for the re-subdivision of a 1.46-acre lot into two lots. Current address of property is 4451 Cooper Lane, Cody and is approximately 1 mile east of Cody city limits. The Marmon subdivision is classified as, and has met the standards for a major subdivision. Access requirements have been met. The residential lots as configured are allowed in this district. Municipal approval is not required. Easements are shown on the preliminary and final plat review and are complete. Applicant must submit irrigation distribution plan to State Engineer before final plat review. Access and easements must be identified on the final plat. Comments from the public have been shared. There being no further public comments, Commissioner Tilden made a motion to close the public hearing, Commissioner Grosskopf seconded and motion carried. Commissioner Fulkerson made a motion to approve the final plat, Commissioner French seconded and motion carried. **RESOLUTION 2017-57**

Kim Dillivan, Planner II – RE: Stage Station SS-249, two-lot simple subdivision final plat review

Mr. Dillivan requested approval of the final plat application of Brian Shumard to create a two-lot simple subdivision, Lot 1 being 20.86 acres and proposed Lot 2 being 20.64 acres, for single family residential use. The parcels are located equal distance from Powell and Cody on the south side of Hwy 14-A. Applicant must submit an irrigation distribution plan to State Engineer before final plat is approved. A long-term noxious weed control plan must be submitted and approved prior to final plat review. Access and easements must be identified on the final plat. Public works shared comments. Rob Overfield with Engineering Associates addressed questions regarding the waste ditch easements. There were no additional comments from the public. Commissioner Fulkerson made a motion to approve the final plat Commissioner Tilden seconded and motion carried. **RESOLUTION 2017-58**

Hans Odde, Deputy Park County Clerk – RE: Public Hearing: New full retail liquor license for 2HW, LLC dba Rocking D River Guest Ranch

Mr. Odde presented the application for the final full retail liquor license available in rural Park County. Randel Hooper, Courtney Hooper and James Wilson owners of 2HW, LLC are the applicants. The Wyoming Liquor Division has reviewed the application for completeness. Mr. Odde explained that 2HW is applying for a new Special Use Permit that may not be considered for final approval until January 16, 2018 and that the consideration of the liquor license is out of order and the Commissioners may want to consider the approval of the liquor license after the SUP is considered. Rob Burgin questioned the process and if the commission was biasing their future consideration of the SUP by approving the liquor license today and then considering the SUP at a future date. Commissioner Tilden made a motion to approve the liquor license application from 2HW, LLC contingent upon the future approval of the SUP, Commissioner Grosskopf seconded and after discussion the motion died 1-3 with Commissioner Tilden voting aye and Commissioners Fulkerson, Groskopf and French voting no. Commissioner French made a motion to take the matter under advisement and

make a decision at future date, Commissioner Grosskopf seconded, motion carried 3-1 with Commissioner Tilden voting no.

Lloyd Thiel – RE: Discuss seized ranch in Clark

This property, the Beartooth Ranch, was seized by the federal government in 1999 and then turned over to the State of Wyoming. Mr. Thiel contacted the state and learned this land has been turned over to the State Lands & Investments Board with strict deed restrictions from the federal government. After discussion and comments, Commissioner Tilden would like to see a letter written to the state to release this property back to Park County.

Bill Crampton, Public Health Nurse Manager – RE: Public Health monthly update

Mr. Crampton reported that Public Health was represented at West Park Hospital's Health Fair on November 4. Total flu doses given to date for Cody is 922 and Powell is 982.

Mr. Obermueller of the Wyoming County Commissioners Association has contacted Park County regarding the Prevention Management Organization and the changes to the program that are being discussed at the state level. The state is exploring ideas on how to treat this program and are thinking of running it similar to the emergency preparedness program. They are proposing July 1 as a start date and will be contacting county boards for input. Mr. Miller is Project Management Officer with Prevention Management Organization, a private 501(c) 3 organization with a board. They focus on prevention of alcohol, tobacco and opioid addictions with limited focus on suicide prevention. The commission thanked Mr. Crampton for the update.

Commissioners – RE: Liaison reports

Commissioners French & Tilden had nothing new to report on from their boards.

Chairman Livingston reported the Park County Predator Management Advisory Board is receiving less funding from the state.

Commissioner Fulkerson reported on Library Board, Drug Court and Workmen's Compensation.

Commissioner Grosskopf reported on Forward Cody; the new building is up on 2AB and with this addition they are expecting to have 60 additional jobs that will pay about \$60,000 a year. The Yellowstone Ecosystem Subcommittee (YES) committee responsible for grizzly recovery has changed their name to Yellowstone Grizzly Coordinating Committee and will be holding their meeting here in Cody in April, 2018. He reported on monitoring of grizzlies in the area. Discussions on food storage consistencies are being addressed for all areas.

Executive Session.

Commissioner Grosskopf moved to go into executive session pursuant to Wyoming State Statue § 16-4-405(a)(ii), seconded by Commissioner Fulkerson and unanimously carried. Commissioner Grosskopf moved to come out of executive session, seconded by Commissioner Fulkerson and unanimously carried.

Commissioner Tilden made a motion to appoint Shane Smith to the Park County Fair Advisory Board, Commissioner French seconded and motion carried. Commissioner Tilden made a motion to appoint Duncan Bonine to the Park County Planning & Zoning Commission Grosskopf seconded and motion carried. Commissioner Fulkerson made a motion to reappoint Brian Beauvais and Bonnie Lawrence-Smith to the Park County Historic Preservation Commission, Commissioner Tilden seconded, and motion carried. Commissioner French made a motion to appoint Dakota Russell to the Park County Historic Preservation Commission, seconded by Commissioner Tilden, and motion carried. Commissioner Fulkerson made a motion to appoint Alexandra Deselms to the Park County Historic Preservation Commission, Commissioner Tilden seconded, Commissioner French and Grosskopf voted nay, Chairman Livingston voted nay, motion denied. Commissioner French made a motion to appoint Arne Hengesteg

to the Park County Historic Preservation Commission, Commissioner Grosskopf seconded, and motion carried. Commissioner Fulkerson made a motion to reappoint Roger Kearns and Greg Irwin to the Buffalo Bill Dam Visitor Center, Commissioner Grosskopf seconded, and motion carried. Commissioner French made a motion to reappoint Colby Stenerson, Dan Haman and Doyle Stout to the Park County Parks & Recreation Board, Commissioner Tilden seconded, Commissioner Grosskopf opposed and motion carried.

Adjourn.

Commissioner French made a motion to adjourn, Commissioner Fulkerson seconded and the motion carried.

Lee Livingston, Chairman

Loren Grosskopf, Vice Chairman

Joseph E. Tilden, Commissioner

Tim A. French, Commissioner

Jake Fulkerson, Commissioner

Attest:

Colleen Renner, County Clerk