

Park County Board of County Commissioners
Regular Meeting
Tuesday, July 17, 2018

Vice Chairman Fulkerson called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, July 17, 2018. Present were Commissioners Lee Livingston, Tim French, Joe Tilden, and Clerk Colleen Renner. Commissioner Chairman Loren Grosskopf was absent to attend the National Association of County Officials.

Ben McDonald, Assistant Engineer led the audience in the Pledge of Allegiance.

Ben McDonald, Road & Bridge & Sara Janes Ellis, WYDOT – RE: Discussion on Industrial Road Program, CMAQ and other WYDOT funding options

Mr. McDonald introduced Ms. Janes-Ellis as our local government coordinator for this area with WYDOT. As the liaison for local governments Ms. Janes-Ellis spoke to the Commissioner about several of the fourteen funding programs available through title 24 of Wyoming Statute. Amounts of funding vary as well as county matches. Programs of interest to Park County may be the Industrial Road Program, State & Community Highway Safety, and Cooperative Landscape Program to name a few. Commissioners asked questions regarding some of our roads like Elk Basin, Diamond Basin, portions of 2 AB. Ms. Janes-Ellis stated applications go to advisory committees to evaluate. She also reported there are partnerships available when purchasing materials or vehicles, which Park County already participates in.

Action Items and Other Business:
Approve-Minutes

The minutes from June 26, July 3, 9 and 10 were presented to the Board for approval. Commissioner Livingston moved to approve the minutes as presented, seconded by Commissioner French and motion carried.

Approve-Payroll

Payroll was presented in the amount of \$399,884.99 which is one bi-weekly and the monthly elected payroll for \$84,421.76 to the Board for approval. Commissioner French moved to approve payroll, seconded by Commissioner Livingston 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.	\$510.00
360 OFFICE SOLUTIONS	\$1,475.72
ALDRICH'S - POWELL	\$27.16
ALLIANT INSURANCE SERVICES, INC.	\$7,385.00
AT CONFERENCE	\$324.59
AT&T MOBILITY	\$1,286.46
BAILEY ENTERPRISES, INC.	\$476.66
BAILEY ENTERPRISES, INC.	\$74.19
BAILEY ENTERPRISES, INC.	\$5,365.85
BASIN MECHANICAL, INC.	\$1,332.67
BEAR CO., INC.	\$3,712.02
BEARTOOTH ELECTRIC COOP	\$67.38
BIG BROTHERS BIG SISTERS OF NW WY	\$2,123.96
BIG HORN EYE CARE	\$224.00
BIG HORN REDI-MIX, INC.	\$20.00

BIG HORN RURAL ELECTRIC COMPANY	\$310.88
BIG HORN TREE & SHRUB CARE LLC	\$600.00
BIG HORN WHOLESALE, INC.	\$1,938.39
BLACK HILLS ENERGY	\$1,688.27
BLAKEMAN PROPANE, INC.	\$25.34
BLOEDORN LUMBER - POWELL	\$83.44
BONNER LAW OFFICE	\$6,024.70
BOONE'S MACHINE SHOP	\$514.01
CAROLINA SOFTWARE	\$745.00
CARQUEST AUTO PARTS - #064250	\$811.09
CARQUEST AUTO PARTS - #274890	\$41.58
CC & G, INC.	\$120,255.73
CC & G, INC. - RETAINAGE	\$13,361.75
CDW GOVERNMENT, INC.	\$58.75
CENTURYLINK	\$2,572.78
CENTURYLINK BUSINES SERVICES	\$21.92
CHARTER COMMUNICATIONS	\$119.59
CHOICE AVIATION, LLC	\$219.66
CHRISTIE, LOGAN	\$141.70
CIVIC RESEARCH INSTITUTE, INC.	\$179.95
CLERK OF DISTRICT COURT - JURY FEES	\$3,521.93
CODY ACE HARDWARE	\$565.00
CODY ENTERPRISE	\$302.95
CODY WINNELSON CO.	\$121.21
CODY, CITY OF	\$25,531.77
CORRECTIONAL HEALTHCARE COMPANIES, INC.	\$38,931.34
COULTER CAR CARE CENTER	\$101.00
CRISIS INTERVENTION SERVICES	\$3,732.12
CROFT, KIMBALL	\$50.00
CRUM ELECTRIC SUPPLY CO.	\$55.32
CUSTOM AIR, INC.	\$23.50
D&G ELECTRIC, LLC	\$861.86
DAVIS, CORRINDA	\$30.00
DE HAAN ELECTRONICS	\$907.50
ELECTION SYS & SOFTWARE, INC	\$21,246.26
ENGINEERING ASSOCIATES	\$8,496.81
GALLS, LLC	\$208.28
GARLAND LIGHT & POWER CO.	\$894.93
GRAINGER	\$551.06
GUERTIN, ANDREW	\$223.06
HEARTLAND PAPER COMPANY	\$3,450.00
HOLDER, BOBBIE JO	\$720.00
HONNEN EQUIPMENT CO.	\$87.11
INREACH, INC.	\$900.19
IVERSON SANITATION	\$50.00
JUDGE DAVID B. PARK	\$862.76
KANE FUNERAL HOME	\$380.00
KEEGAN, KRISJANSONS & MILES, PC	\$6,978.00
KEELE SANITATION	\$2,636.32
KENCO SECURITY AND TECHNOLOGY	\$584.75
KINCHELOE PLUMBING & HEATING	\$34.00
KLEINFELDT, DEBORAH	\$100.44
KREI, ANDREW	\$2,000.00
LEON UNIFORM COMPANY, INC.	\$554.80
LINTONS BIG R, INC.	\$369.02
LOCAL GOVT. LIABILITY POOL	\$86,297.00
MAJESTIC LUBE, INC.	\$170.90
MATTHEW BENDER & CO., INC.	\$717.38
MAXX DIESEL REPAIR	\$315.00
MCCARTY, REED, & EARHART, ATTYS L.C.	\$150.00
MEETEETSE, TOWN OF	\$121.70
MICKELSON, JOSEPH D	\$226.72
MOHLER, TYCEE JO	\$876.58
MONTANA-DAKOTA UTILITIES CO.	\$535.65
MORGENWECK, BARB	\$126.00
MORRIS, SANDIE	\$48.26
MOUNTAIN WEST COMPUTER	\$76.40

MURDOCH OIL, INC.	\$585.83
NAPA AUTO PARTS	\$55.47
NATIONAL BUSINESS SYSTEMS	\$2,000.00
NEMONT	\$53.29
NEWMAN TRAFFIC SIGNS, INC	\$262.06
NORCO, INC.	\$23.52
NORTHWEST COLLEGE	\$423.00
NORTHWEST RURAL WATER DISTRICT	\$83.90
NORTHWEST WY FAMILY PLANNING	\$984.85
NW COOPERATIVE SHUTTLE ASSOCIATION	\$250.00
ODDE, HANS	\$168.60
OFFICE SHOP, THE	\$2,258.63
OFFICIAL COURT RECORD	\$1,200.00
ONLINE WEB SERVICE US, INC.	\$359.00
OTIS ELEVATOR CO.	\$1,043.75
PARK COUNTY FAIR BOARD	\$40,105.00
PARK COUNTY LIBRARY BOARD	\$787,510.50
PARK COUNTY MUSEUM BOARD	\$113,976.00
PARK COUNTY PARKS & RECREATION BOARD	\$89,279.50
PENNO, KAYE	\$380.00
PENWELL, STEVE	\$92.56
PILCH ENGINEERING INC., PC	\$4,798.00
PITNEY BOWES, INC. - A/R	\$71.25
POST AND ASSOCIATES	\$400.00
POSTMASTER, CODY WY	\$182.00
POWELL ACE HARDWARE, LLC	\$641.63
POWELL CHAMBER OF COMMERCE	\$500.00
POWELL LOCK	\$127.50
POWELL TRIBUNE, INC.	\$524.76
POWELL VALLEY HEALTHCARE, INC.	\$193.00
POWELL WELDING AND INDUSTRIAL SUPPLY LLC	\$22.40
POWELL, CITY OF	\$8,279.78
PRO-BUILD - CODY	\$16.41
PRODUCTION MACHINE CORP.	\$315.00
QUILL CORPORATION	\$564.95
ROCKY MOUNTAIN POWER	\$306.03
SABER PEST CONTROL	\$120.00
SANOFI PASTEUR, INC	\$347.98
SHEARER, SARAH	\$600.00
SIMPSON, KEPLER & EDWARDS, LLC	\$400.00
STROHS INDUSTRIAL LUBRICATION	\$72.00
SUNLIGHT SPORTS	\$84.88
SYSCO FOOD SERVICES OF MONTANA	\$1,696.73
TCT WEST, INC	\$8,414.30
TITAN MACHINERY	\$28.60
TRIPLE L SALES	\$2.28
UPS STORE, THE	\$42.54
VARDIMAN, JEREMIAH	\$128.08
VERIZON WIRELESS	\$71.31
VERIZON WIRELESS	\$27.14
VERIZON WIRELESS	\$149.05
VISA - #0068 - B. POLEY	\$374.78
VISA - #0100 - B. SKORIC	\$583.85
VISA - #0118 - P. MEYER	\$264.40
VISA - #0191 - L. LIVINGSTON	\$15.00
VISA - #9358	\$204.00
VISA - #9408 - B. EDWARDS	\$1,157.01
VISA - #9507 - C. RENNER	\$335.60
VISA - #9515 - P. LINDENTHAL	\$259.91
VISA - #9861 - M. GARZA	\$203.48
VISA - #9879 - T. BARRETT	\$1,323.96
VISA - #9903 - S. STEWARD	\$1,384.74
VISA - #9911 - S. STEWARD	\$360.83
VISA - #9929 - J. HILL	\$849.43
W.A.C.O.	\$325.00
W.A.R.M. PROPERTY INSURANCE POOL	\$168,731.04
WAL MART COMMUNITY/GEMB	\$118.00

WDEQ/WQD, WYPDES STORM WATER SECTION	\$1,500.00
WDEQ/WQD, WYPDES STORM WATER SECTION	\$3,000.00
WESTERN EMULSIONS INC	\$1,163.25
WILD WEST CONSTRUCTION	\$5,000.00
WPCI CONSULTANTS, INC.	\$112.50
WYOMING COUNTY ASSESSORS ASSOCIATION	\$350.00
WYOMING COUNTY COMMISSIONERS ASSN	\$17,734.00
WYOMING DEPARTMENT OF EMPLOYMENT	\$191.16
WYOMING DEPARTMENT OF HEALTH	\$38,000.00
WYOMING GAME & FISH DEPARTMENT	\$3,500.00
WYOMING INFORMATION TECHNOLOGY DIV	\$85.69
WYOMING STATE PUBLIC DEFENDER	\$800.00
WYPDES STORM WATER SECTION	\$300.00
YANKEE CAR WASH	\$10.00
YELLOWSTONE REGIONAL AIRPORT	\$891.00
YOUTH CLUBS OF PARK COUNTY	\$7,657.57
TOTAL	<u>\$1,716,854.33</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 Livingston moved to approve, seconded by Commissioner Tilden, and motion carried.

Approve and allow the Chairman to sign Q3 TANF/CPI Report & Vouchers (Susan Kohn, Executive Assistant)

Ms. Kohn presented for approval the third quarter totaling \$14,921.50 for approval. Commissioner Tilden made a motion to approve as submitted and allow chair to sign, Commissioner Livingston seconded, and motion carried 2-1 with Commissioner French voting nay.

Approve County Wide Consensus Grant funding (Collen Renner, County Clerk)

The funding has been approved by the Wyoming State Loan & Investment Board for the Fairgrounds Parking Lot Drainage Cost Overruns in the amount of \$68,946.00. Commissioner French made a motion to approve and allow chair to sign the grant draft request, Commissioner Livingston seconded, and motion carried.

Adoption of the Emergency Operations Plan (Martin Knapp)

Mr. Knapp stated this plan is updated every 5 years which includes the areas Cody, Powell, Meeteetse and one-third of Frannie. All contact information and threat hazard information was updated. No other changes were made to the plan and these minutes will stand as approval. Commissioner Livingston made a motion to adopt the emergency operation plan as presented, Commissioner Tilden seconded, and motion carried.

Approve the Memorandum of Understanding (MOU) with the Department of Revenue (Pat Meyer, Assessor & Michael Conners, IT Department Head)

The purpose of the MOU is to set forth administration of the Computer Assisted Mass Appraisal system provided by the Department of Revenue. Bryan Skoric, County Attorney has read and signed the MOU. Commissioner Tilden made a motion to sign the MOU and allow the vice-chair to sign, Commissioner Livingston seconded, and motion carried.

Joy Hill, Planning & Zoning Director – RE: Public Hearing: Amendment of 2015 Development Standards and Regulations to be approved as 2018 Development Standards and Regulations

Vice Chairman Fulkerson opened the Public Hearing to consider proposed revisions to the development standards. Ms. Hill presented her staff report and will hear comments from the public when concluded.

Some revisions discussed were:

1. The Deletion of all Park County Road & Bridge Standards. The requirements of the R&B standards as pertains to development will remain the same.
2. Clarification of appeal process and waiver violations.
3. Defining accessory buildings or structures, transient houses, bed and breakfast, boarding housing, RV, factory and group home, wedding venue being cottage industry, storage containers.
4. Minor subdivisions, domestic water and water right clarifications, plat alterations, statutory requirements regarding soil, DEQ. Commissioner Livingston asked at this time can we state we comply with all federal laws and regulations and not list in the actual document to save from those needing corrections all the time. Ms. Hill stated that is how she would like to proceed with the 2018 update of regulations. Support of minor boundary changes to go through the plat instead of survey process and some of the zoning permits.

Vice Chairman Fulkerson thanked Ms. Hill for the staff report and called for questions from the commission, there being none at this time he called for public comment. Comments came from the following in attendance: Rob Bergen, Marian Morrison, Marie Dembik, Colin Simpson, Richard Jones, Mark Fisher, Pat Montgomery, Rick Fisher, Kimberly Putney, and Maureen Alvarado. Most comments discussed concerns with over use of individual's properties and how to proceed forward. Commissioners were all in agreement that public input is needed as something is going to change with short term rentals and would like to see some guidelines before holding future public hearings throughout the county. Vacation rental by owner has become very popular and the board would like recommendations from the public before moving forward.

Mr. Jones stated that covenants are a different they belong with the plat and the county does not enforce. County regulations are enforced and property owners need to be aware of what they are before they purchase.

Vice Chairman Fulkerson called for further public comments there being none he suggested we close the public hearing, clean up the regulations, approve them and then gather feedback on rentals and any other changes through community meetings. Commissioner French would like to see work sessions on the rental topic, it is about private property rights and the ability to make money. Commissioner Livingston made a motion to close the public hearing, French seconded and motion carried.

Executive Session.

Commissioner Livingston moved to go into executive session pursuant to Wyoming State Statute § 16-4-405 (a) (iii), seconded by Commissioner Tilden and unanimously carried. Commissioner Livingston moved to come out of executive session, seconded by Commissioner French and unanimously carried. There were no decisions made in or as a result of this session.

Hans Odde, First Deputy Park County Clerk – RE: Public Hearing: Wapiti Red Barn, LLC

Mr. Odde presented the Malt Beverage Application which has been reviewed by state and is in proper order. The term to be considered is July 25, 2018 to July 24, 2019 which will keep the license on the same term with all other liquor and malt beverage permit renewals for the County. All fees have been paid and the public hearing was advertised twice. Vice Chairman Fulkerson called for public comment. There being none Commissioner Tilden made a motion to close the public hearing, Commissioner French seconded, and motion carried. Commissioner Livingston made a motion to approve the permit with the dates stated and allow the vice chair to sign, Commissioner Tilden seconded and motion carried.

Kim Dillivan, Planner II Park County Planning & Zoning – RE: Public Hearing: Fair Large Impact Structure SUP-161

Vice Chairman Fulkerson opened the Public Hearing. Mr. Dillivan began with the request of 17,172 square foot indoor riding arena and stall barn for personal use in a general rural Powell zoning district. The site is located approximately 6 miles southeast of Powell. The use is allowed in this zoning district. Commercial use is prohibited and if desired in the future applicants will need to apply for a new SUP. Agency were notified and no comments were made, Park County Weed & Pest found no noxious weeds. Several comments from neighbors were received. The applicants were present so the commission asked several questions with regards to commercial and personal use. Commissioner Livingston noted page 4 line 32 regarding goals should be removed. There being no further public comments, Commissioner Livingston made a motion to close the public hearing, Commissioner Tilden seconded, and motion carried. Commissioner Livingston made a motion to approve the SUP as amended, Commissioner Tilden seconded, and motion carried. **RESOLUTION 2018-30.**

Doug McMillan, Executive Director, Cody Regional Health – RE: Presentation of Upcoming Budget for Cody Regional Health

Doug McMillan thanked the Commissioners for allowing them to present. Here with him today is Randy Nightengale and several others from Cody regional Health. Mr. McMillan talked briefly about the historical trending that is taking place in rural health care and its importance economically. Mr. Nightengale outlined the highlights with regards to the 2019 budget. Discussed revenues and expenses, Medicare/Medicaid, Nursing Home which loses money yearly, other departments within the hospital make up for that loss such as surgery, lab testing, emergency room, and births. Patient days trending lower as seen across the country due to out-patient services. At the present time they have 591 full-time employees with a total of over 700 employees including part time.

Joy Hill, Director of Planning & Zoning – RE Public Hearing – Game & Fish Sunlight Creek Restoration Proposal (Lucas Babbitt, Engineer for WaterVation will be joining this meeting via

Vice Chairman Fulkerson opened the public hearing. Ms. Hill began with the staff report. The application FEMA 5629C1800D per regulations. Commissioner French stated he is opposed to realigning the creek, Commissioner Livingston asked for the project cost, which Laura Burkhardt reported is \$600,000. Vice Chair called for public comments, Mr. Miller wondered if the cabins are still in use and Launa Anderson stated she was in favor of the project. There being no further comments Commissioner Tilden made a motion to close the public hearing, Commissioner Livingston seconded, and motion carried. Commissioner Tilden made a motion to approve the resolution, Commissioner Livingston seconded for discussion. Ms. Hill stated the Letter of Map Revision (LOMR) needs to be added following the project's completion and the revision of the Flood Insurance Rate Map will need to be submitted. She also stated construction could not commence until the applicant has secured verification of a Nationwide Permit #27 from the Army Corps of Engineers. Commissioner Tilden amended the motion to include the LOMR, Commissioner Livingston seconded, Commissioner French opposed and motion carried, two to one. **RESOLUTION 2018-31**

Wendy Morris, Outreach Director, Cody Regional Health & Colette Mild, Chairperson, Park County Health Coalition – RE: Contract between Department of Health, Public Health Division and Park County

Ms. Morris presented the Grant Application and Contract for the Chairman to sign which are due by July 31. Two minor changes were noted that were addressed by Bryan Skoric, County Attorney. Commissioner French questioned the accuracy of the amount which is correct at \$380,926. Commissioner Tilden made a motion to approve the application and contract with changes and allow the

chair to sign, and Commissioner Livingston seconded, and motion carried. The Memorandum of Understanding will be discussed at a later date.

Executive Session.

Commissioner Livingston moved to go into executive session pursuant to Wyoming State Statue § 16-4-405 (a) (ii), seconded by Commissioner Tilden and unanimously carried. Commissioner Livingston moved to come out of executive session, seconded by Commissioner Tilden and unanimously carried. Commissioner Livingston made a motion to appoint Astrid Northrup to the Park County Museum Board.

Executive Session.

Commissioner French moved to go into executive session pursuant to Wyoming State Statue § 16-4-405 (a) (ii), seconded by Commissioner Livingston and unanimously carried. Commissioner Tilden moved to come out of executive session, seconded by Commissioner French and unanimously carried. There were no decisions made in or as a result of this session.

Adjourn.

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

Loren Grosskopf, Chairman

Jake Fulkerson, Vice Chairman

Tim A. French, Commissioner

Lee Livingston, Commissioner

Joseph E. Tilden, Commissioner

Attest:

Colleen Renner, County Clerk