

**Park County Board of County Commissioners
Regular Meeting**

Wednesday, November 7, 2018

Chairman Grosskopf called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Wednesday, November 7, 2018. Present were Chairman, Loren Groskopf, Vice Chairman, Jake Fulkerson Commissioners Lee Livingston, Joe Tilden, and First Deputy Clerk Hans Odde. Commissioner Tim French was absent due to illness.

Susan Kohn led the audience in the Pledge of Allegiance.

Action Items and Other Business:

Approve-Minutes

The minutes from October 2 & 16, 2018 were presented to the Board for approval. Commissioner Fulkerson moved to approve the minutes as presented, seconded, by Commissioner Tilden and motion carried.

Approve-Payroll

Payroll was presented in the amount of \$1,117,132.55 which is two bi-weekly pay periods one with health insurance and one monthly pay period with health insurance to the Board for approval. Commissioner Livingston moved to approve payroll, seconded, by Commissioner Tilden and motion carried.

Approve-Vouchers

The following vouchers were presented to the Board for approval with one change of vendor from Sensaphone in the amount of \$534.80 to VISA #0225 – W.E. Crampton in the same amount. Commissioner Livingston moved to approve the vouchers as presented with the noted change of vendor. Commissioner Tilden seconded, and the motion carried:

Payee Amount

2 M COMPANY, INC.	1,325.00
360 OFFICE SOLUTIONS	1,800.49
A & I DISTRIBUTORS	2,163.78
AT&T MOBILITY	2,064.88
AXIS FORENSIC TOXICOLOGY, INC.	550.00
B & B FLEET SERVICE	1,054.21
BASIN EQUIPMENT REPAIR	2,032.15
BEAR CO., INC.	852.95
BIG BROTHERS BIG SISTERS OF NW WY	2,523.08
BIG HORN PAINT, INC.	142.11
BIG HORN ROOFING, INC.	102,611.70
BIG HORN WHOLESALE, INC.	2,688.53
BIG VALLEY BEARING & SUPPLY, INC.	127.21
BIGHORN DESIGN STUDIO	619.00
BLACK HILLS ENERGY	642.51
BLAIR'S MARKET	20.00
BLOEDORN LUMBER - POWELL	5.98
BOB BARKER COMPANY	582.16
BONINE, DUNCAN	195.78
BONNER LAW OFFICE	2,581.71
BOONE'S MACHINE SHOP	4.00
BRANDON-WINTERMOTE, KIMBERLY	178.34
BRAZELTON, LILLIAN	88.29
BROWN, BILL P.	63.89
BUILDERS FIRST SOURCE	14.26
C & B OPERATIONS, LLC	322.29
CARING FOR POWELL ANIMALS	875.52
CAROLINA SOFTWARE	480.00

CARQUEST AUTO PARTS - #064250	819.06
CARQUEST AUTO PARTS - #274890	260.47
CC & G, INC.	177,188.40
CC & G, INC. - RETAINAGE	19,687.60
CDW GOVERNMENT, INC.	1,266.78
CENTURYLINK	3,215.43
CENTURYLINK BUSINES SERVICES	0.26
CHARTER COMMUNICATIONS	389.23
CHOICE AVIATION, LLC	33.39
CODY ACE HARDWARE	483.86
CODY COUNCIL ON AGING	11,856.00
CODY ENTERPRISE	30.00
CODY ENTERPRISE	156.83
CODY OVERHEAD DOOR CO.,LLC	82.50
CODY REGIONAL HEALTH	22,493.82
CODY SHOOTING COMPLEX	4,000.00
CODY YELLOWSTONE AIR	6,500.00
CODY, CITY OF	21,153.44
COLGROVE, JOSEPH	30.00
COPENHAVER KATH KITCHEN & KOLPITCKE LLC	400.00
CRISIS INTERVENTION SERVICES	6,796.44
CROFT, KIMBALL	280.31
CRUM ELECTRIC SUPPLY CO.	115.36
DE HAAN ELECTRONICS	3,435.45
ECOLAB, INC.	443.18
ELECTION CENTER	200.00
ELECTION SYS & SOFTWARE, INC	7,594.11
ENGINEERING ASSOCIATES	3,704.53
FASTENAL	216.51
FORWARD CODY WYOMING, INC.	4,377.60
FREMONT BEVERAGES, INC.	30.00
FREMONT MOTOR POWELL, INC.	382.07
G & L WATER SERVICES	9,860.50
GALLS, LLC	6,438.55
GRAINGER	998.79
GREENWOOD, MICHAEL	242.50
HEARTLAND PAPER COMPANY	2,800.59
HOTSYS EQUIPMENT OF WYOMING, INC.	70.50
INTERSTATE BATTERIES	243.90
INTERSTATE TIRE SERV. INC	153.80
IVERSON SANITATION	50.00
JACKS TRUCK & EQUIPMENT, INC.	39.50
K-B COMMERCIAL PRODUCTS	677.60
KEEGAN, KRISJANSONS & MILES, PC	7,294.00
KENCO SECURITY AND TECHNOLOGY	356.75
KINCHELOE PLUMBING & HEATING	10.64
LEON UNIFORM COMPANY, INC.	346.10
LINTONS BIG R, INC.	965.26
LOEPER, JESSICA	6,150.00
LONG BUILDING TECHNOLOGIES, INC.	1,245.02
MAJESTIC LUBE, INC.	320.75
MANNAHOUSE	2,123.13
MATTHEW BENDER & CO., INC.	466.04
McINTOSH OIL, INC.	4,818.80
MCVAY, FRANCIS H.	59.71
MEETEETSE SENIOR CENTER	2,508.00
MEETEETSE VISITOR CENTER	2,188.80
MEETEETSE, TOWN OF	218.88
MERCK SHARP & DOHME CORP	3,976.14
MOHLER, TYCEE JO	782.88
MORGENWECK, BARB	282.75
MORRISON MAIERLE INC	5,976.85

MOTOR PARTS, INC.	18.18	
MOUNTAIN WEST COMPUTER	84.30	
NAPA AUTO PARTS	25.46	
NATIONAL BUSINESS SYSTEMS	2,511.09	
NATRONA COUNTY LEGAL DEPARTMENT	2,630.00	
NEMONT	46.78	
NIELSEN, LAURA	50.14	
NORCO, INC.	23.52	
NORTHWEST COLLEGE	4,496.00	
NORTHWEST RURAL WATER DISTRICT	81.65	
OFFICE SHOP, THE	2,402.36	
PARK CO COURT SUPERVISED TREATMENT PROG		9,147.74
PARK COUNTY 4-H COUNCIL	2,500.00	
PARK COUNTY ANIMAL SHELTER	2,626.56	
PETERS, TRACEE	378.86	
PFIZER INC.	1,764.62	
PHILLIPS, CLINT	2,922.00	
PIONEER PRODUCTS, INC.	226.84	
POST AND ASSOCIATES	400.00	
POWELL ACE HARDWARE, LLC	205.32	
POWELL ECONOMIC PARTNERSHIP, INC.	3,501.94	
POWELL SENIOR CITIZENS AGO-GO, INC	11,856.00	
POWELL TRIBUNE, INC.	168.00	
POWELL VALLEY HEALTHCARE, INC.	197.00	
POWELL VALLEY RECYCLING	2,211.84	
POWELL, CITY OF	8,565.65	
PUTNEY, LINDA	200.14	
QUIGLEY, JILL	20.99	
QUILL CORPORATION	576.93	
RIMROCK TIRE CO - POWELL	147.99	
ROCKY MOUNTAIN POWER	1,346.96	
ROGER'S SPORT CENTER	859.00	
SANOFI PASTEUR, INC	2,677.66	
SMITH, DEBORA	204.50	
STEVE DECKER CONSTRUCTION	2,870.00	
STEWART, CYNTHIA	100.00	
SYSCO FOOD SERVICES OF MONTANA	2,450.53	
TCT WEST, INC	8,426.51	
TEAM LABORATORY CHEMICAL CORP.	897.50	
THOMPSON REUTERS - WEST	698.72	
THOS. Y. PICKETT & CO., INC.	1,100.00	
TITAN MACHINERY	8,220.69	
TOTAL ID	380.00	
UNIVERSITY OF WY - ADMIN BUSINESS OFFICE		5,175.00
UPS STORE, THE	1,041.80	
UW EXTENSION	460.76	
VARDIMAN, JEREMIAH	591.72	
VERIZON WIRELESS	50.04	
VERIZON WIRELESS	796.49	
VERIZON WIRELESS	143.14	
VISA - #0225 - W.E. CRAMPTON	534.80	
VISIONARY COMMUNICATIONS, INC.	82.43	
WAL MART COMMUNITY/GEMB	1,476.69	
WHITE INK, LLC	59.00	
WIRELESS ADVANCED COMMUNICATIONS, INC.	1,663.00	
WORKMAN WASH & BLAST	420.00	
WY ASSOC OF COUNTY AGRICULTURAL AGENTS	100.00	
WYDOT-FINANCIAL SERVICES	4.48	
WYOMING DEPARTMENT OF HEALTH/PBL HLTH LB		6.00
WYOMING DEPT OF TRANS - MOTOR VEHICLES	17.00	
WYOMING DEPT. OF WORKFORCE SERVICES	1,466.44	
WYOMING FIRE SAFETY, LC.	1,469.00	

WYOMING GAME & FISH DEPARTMENT	1,200.00
WYOMING GUARDIAN AD LITEM PROGRAM	8,113.55
WYOMING INFORMATION TECHNOLOGY DIV	81.03
WYOMING LAW ENFORCEMENT ACADEMY	2,965.00
WYOMING STATE BAR	1,307.50
WYOMING STEEL SERVICE	19,672.80
WYOMING WATER WORKS	393.00
WYOMING WINDOW CLEANING	2,816.00
YELLOWSTONE BEHAVIORAL HEALTH	9,849.60
YELLOWSTONE REGIONAL AIRPORT	29,061.00
YOUTH CLUBS OF PARK COUNTY	3,283.20
TOTAL	670,419.62

Approve & Chairman Sign SHSP Grant Award Agreement – Martin Knapp, Homeland Security Coordinator

Mr. Knapp presented a grant award from the Wyoming Office of Homeland Security in the amount of \$11,315.65 to harden a 12' X 16' room in the Law Enforcement Building against the threat of an EMP. Commissioner Tilden made a motion to approve the grant agreement for the Chairman to sign. Commissioner Fulkerson seconded, and the motion carried.

Christmas Eve – Colleen Renner, Park County Clerk

In Clerk Renner's absence First Deputy County Clerk Hans Odde stated that several departments had asked about taking all of Christmas Eve day off. This year the 24th falls on a Monday and would mean the courthouse offices would be open 8:00 am to noon and then close the remainder of the day and the following day for Christmas. After discussion Commissioner Tilden made a motion to give County employees all of December 24, 2018 off. Commissioner Fulkerson seconded, and the motion carried.

Approval and Chairman Signature, 2019 Wellness Contract for Park County Employees – Colleen Renner, Park County Clerk

Commissioner Tilden made a motion to approve for the Chairman's signature the contract with Wyoming Health Fairs for the employee wellness blood draw. Commissioner Livingston seconded, and the motion carried.

Approve & Sign Correction to Resolution 2018-36 – Park County Planning & Zoning Commission – Joy Hill, Director of Planning & Zoning

Commissioner Fulkerson made a motion to approve the corrected Park County Resolution 2018-36. Commissioner Livingston seconded, and the motion carried.

Public Hearing: Hans Odde, First Deputy Park County Clerk RE: Retail Liquor License Transfer – Timothy Courtade to Edelweiss, LLC

Chairman Grosskopf opened a public hearing on the retail liquor license transfer application from Timothy Courtade to Edelweiss, LLC. Mr. Odde presented the details of the application and noted that the State Liquor Division has approved the contents of the application. The Chairman called three times for any public comment and hearing none Commissioner Tilden made a motion to close the public hearing. Commissioner Fulkerson second and the motion carried. Commissioner Tilden then made a motion to approve the retail liquor license transfer from Timothy Courtade to Edelweiss, LLC. Commissioner Livingston seconded, and the motion carried.

Bill Crampton, Park County Nursing Manager RE: Request for Pay Increase for Existing Employee

Mr. Crampton approached the Commissioners requesting that the hourly wage for Public Health Emergency Preparedness Manager Kimble Croft be increased due to the cost of his health insurance benefit decreasing. Mr. Croft did not receive a wage increase during the budget season because he is a grant funded employee however now that one of his dependents dropped from his health insurance coverage resulting in a decrease in the amount of the County's contribution Mr. Crampton would like to give a portion of that decrease as a wage increase of \$2.53 per hour to Mr. Croft. After considerable discussion Commissioner Tilden made a motion to grant a \$2.00 per hour increase to Mr. Croft. Commissioner Fulkerson seconded, and the motion carried.

Patra Lindenthal, Park County Clerk of District Court RE: Request for Personnel Change

Mrs. Lindenthal stated that her office has evolved to the point of needing a second, deputy to oversee the office when she and the first deputy are not available. The change in classification will result in a \$0.55 per hour wage increase if approved. Commissioner Livingston made a motion to approve a second deputy position for the Office of the District Court Clerk. Commissioner Fulkerson seconded, and the motion carried.

John Gordnier, Nickie Proffitt, Bobbi Bronnenberg - Park County Library Board RE: Quarterly Report to the Board

Mr. Gordnier and Mrs. Bronnenberg presented a report from the Library Board regarding some of the activities, staffing and budgetary issues going on at the library. There are many great things going on at all three branches including chess Saturdays, coop events with the Meeteetse school and the foundation helping with certain expenses not covered in the regular county budget. The Friends of the Powell Library would like to fund and conduct a needs assessment of the Powell branch and the Commissioners agreed with moving forward if there are no county funds used for the assessment. The Commissioners thanked Mr. Gordnier and Mrs. Bronnenberg for their report and look forward to their quarterly reports in the future.

Wendy Morris, Cody Regional Hospital RE: Quarterly Report on Park County Prevention Plan

Ms. Morris presented the commissioners with a written report summarizing her activities over the last three months including her schedule of trainings, meetings and projects. Her report also included the Comprehensive Capacity Assessment Report which focuses on ways to improve capacity within local prevention systems. Ms. Morris will also include in the future a budget verses actual financial report. The Commissioner thanked Ms. Morris for her report and are pleased with the progress of the program.

Walter Hartung and Dan Wasp, Wyoming Society of the Sons of American Revolution RE: Proclamation - World War I 100th Anniversary Armistice Day (Veterans Day)

Keith Francik, Walter Hartung and Robert Stevens with the Big Horn Basin Chapter of the Wyoming Society of the Sons of American Revolution approached the Commissioners and requested that November 11, 2018 be proclaimed a special veterans day in Park County as this is the 100th anniversary of Armistice Day marking the end of World War I. Commissioner Livingston made a motion to approve the proclamation as presented. Commissioner Fulkerson seconded, and the motion carried.

Joy Hill, Director of Park County Planning & Zoning RE: Continue Pleban Flood Plain Development Permit – 4-18

Chairman Grosskopf re-opened public hearing on the Pleban Flood Plain Development Permit. Mr. Pleban was not at the initial public hearing and was not able to attend today's hearing either. Mrs. Hill presented further correspondence from Mr. Pleban's neighbor Bryan Skoric who is objecting to the plan to place raised platforms in a flood plain area of Mr. Pleban's campground. Mrs. Hill went on in her report to the Commissioners and stated her recommendation would be to build outside of the flood plain as Mr. Pleban has plenty of room elsewhere on the property to do so. She also stated that if the Commissioners chose to approve the permit that recommendations that are in her staff report from the County Engineer should be imposed as conditions for the approval. Commissioner Livingston made a motion to close the public hearing. Commissioner Tilden seconded, and the motion carried. Commissioner Tilden stated that he feels a responsibility for the safety of the visitors to Mr. Pleban's establishment and to Park County and is not in favor of approving the permit. Commissioner Tilden then made a motion to deny the Pleban flood plain development permit application. Commissioner Livingston seconded, and the motion carried. **Resolution #2018-46**

Public Hearing – Joy Hill Director of Park County Planning & Zoning RE: Wyoming Game & Fish Request to Amend Floodplain Development Permit 1-18

Chairman Grosskopf opened public hearing on the Wyoming Game & Fish Request to Amend Floodplain Development Permit 1-18. Mrs. Hill stated in her report to the Commissioners that on August 24, 2018, the Wyoming Game and Fish Department requested that the County consider removing Condition #7 from Resolution #2018-31 citing financial purposes and no life or safety concerns associated with the project as reasons for the request. Condition #7 reads as follows: "Following project completion, the Applicant shall apply for a Letter of Map Revision (LOMR) from the Federal Emergency Management Agency (FEMA) to revise the effective Flood Insurance Rate Map (FIRM) in the project area." Mrs. Hill went on to recommend to the Commissioners that the request be approved. Commissioner Fulkerson made a motion to close the public hearing. Commissioner Livingston seconded, and the motion carried. Commissioner Fulkerson made motion to approve the Wyoming Game & Fish Request to Amend Floodplain Development Permit 1-18. Commissioner Livingston seconded, and the motion carried. **Resolution #2018-47**

Michael Connors, Park County Chief Information Officer RE: Powell Fire Request to Use McCullough Peak Communication Site

Mr. Connors reported that the Powell Fire Department is requesting permission and a lease agreement to use the Park County – McCullough Peaks Communication Site. Mr. Connors said the County Attorney has approved a draft agreement that includes a \$1200 per year fee for the use of the site and he would like the Commissioners to consider approving the agreement today and then wait to sign it until the Fire Department is finished with the installation several months from now. Commissioner Tilden made a motion to approve the McCullough Peaks Communication Site use agreement with the Powell Fire Department contingent upon the work being completed. Commissioner Livingston seconded, and the motion carried.

Len Fortunato, Chairman Beartooth Ranch Committee RE: Video Presentation on the Improvements to the Beartooth Ranch

Mr. Fortunato introduced the committee members present and then led a slideshow presentation about the work that is being done on the Beartooth Ranch. The presentation covered many topics ranging from biological diversity to potential funding for possible future projects. Committee member Lloyd Theil presented his own information regarding the ranch and his contact with the State Legislature's Joint Agriculture, State and Public Lands & Water Resources Committee. Mr. Theil stated that he approached the State Ag Committee and asked for their support to get the Federal Government to release the land so that it could be sold and placed back on the County tax rolls. The Commissioners thanked the Beartooth Ranch Committee and asked them to continue their work and they look forward to the next report.

Executive Session: pursuant to W.S. § 16-4-405 (a) (iii)

Commissioner Livingston made a motion to enter into executive session. Commissioner Fulkerson seconded, and the motion carried.

Commissioner Livingston made a motion to exit from executive session. Commissioner Tilden seconded, and the motion carried. No decisions were made in or as a result of this executive session.

Executive Session: pursuant to W.S. § 16-4-405 (a) (iii)

Commissioner Livingston made a motion to enter into executive session. Commissioner Tilden seconded, and the motion carried.

Commissioner Livingston made a motion to exit from executive session. Commissioner Fulkerson seconded, and the motion carried. No decisions were made in or as a result of this executive session.

Adjourn.

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

Loren Grosskopf, Chairman

Jake Fulkerson, Vice Chairman

Tim A. French, Commissioner

Lee Livingston, Commissioner

Joseph E. Tilden, Commissioner

Attest:

Hans Odde, First Deputy County Clerk