

Park County Board of County Commissioners
Regular Meeting
Tuesday, December 18, 2018

Chairman Grosskopf called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, December 18, 2018. Also present were Vice Chairman, Jake Fulkerson Commissioners Lee Livingston, Tim French, Joe Tilden, and Clerk Colleen Renner.

Commissioner French led the audience in the Pledge of Allegiance.

Action Items and Other Business:

Approve-Minutes

The minutes from December 4 and 11, 2018 were presented to the Board for approval. Commissioner Fulkerson moved to approve the minutes as presented, seconded by Commissioner Livingston and motion carried.

Approve-Payroll

Payroll was presented in the amount of \$413,962.51 which is one bi-weekly and the monthly elected official's payroll for \$84,838.29 to the Board for approval. Commissioner Tilden moved to approve payroll, seconded by Commissioner Fulkerson and motion carried.

Approve-Vouchers

The following vouchers were presented to the Board for approval. Commissioner French moved to approve the vouchers as presented seconded by Commissioner Tilden and motion carried:

Payee	Amount
360 OFFICE SOLUTIONS	2,945.45
ABROMATS, LETITIA C. PC	1,090.00
ALBERTSONS - SAFEWAY	571.20
AT CONFERENCE	281.43
AT&T MOBILITY	18.34
BAILEY ENTERPRISES, INC.	128.78
BAILEY ENTERPRISES, INC.	5,484.63
BEAR CO., INC.	7,531.94
BEARTOOTH ELECTRIC COOP	84.40
BENNETT, M.D., THOMAS L.	2,150.00
BIG HORN GALLERIES	330.60
BIG HORN RURAL ELECTRIC COMPANY	305.72
BIG HORN WHOLESALE, INC.	1,941.40
BLACK HILLS ENERGY	4,730.52
BLAIR'S MARKET	29.94
BLAKEMAN PROPANE, INC.	869.03
BLUE RIBBON TREE SERVICE	525.00
BOB BARKER COMPANY	865.03
BONNER LAW OFFICE	4,316.70
BOONE'S MACHINE SHOP	270.99
CARQUEST AUTO PARTS - #064250	902.70
CARQUEST AUTO PARTS - #274890	375.00
CARVER, FLOREK & JAMES, CPA'S	22,300.00
CDW GOVERNMENT, INC.	3,150.68
CEDAR MOUNTAIN PROPERTIES,LLC	911.37
CENTURYLINK BUSINES SERVICES	16.46
CHARTER COMMUNICATIONS	99.99
CHOICE AVIATION, LLC	35.51
CLARK KING & MICHEL, PC	831.25
CLOUD PEAK COUNSELING CENTER	650.00
CNA SURETY DIRECT BILL	680.00
CODY ACE HARDWARE	205.60
CODY ENTERPRISE	3,524.91

CODY OVERHEAD DOOR CO.,LLC	256.40
CODY WINNELSON CO.	26.43
CODY, CITY OF	2,459.07
COMMUNICATION TECHNOLOGIES, INC.	478.62
CORRECTIONAL HEALTHCARE COMPANIES, INC.	19,465.67
CRUM ELECTRIC SUPPLY CO.	249.38
CUSTOM CAGE, INC.	875.00
CUSTOM DELIVERY SERVICE, INC.	86.94
DENNY MENHOLT CHEVROLET BUICK GMC	69.41
EDJE Web Design LLC	190.00
ELECTION SYS & SOFTWARE, INC	2,357.50
ENGINEERING ASSOCIATES	3,028.05
GALLS, LLC	263.98
GARLAND LIGHT & POWER CO.	1,337.40
GILLETTE COLLEGE	2,087.97
GRAINGER	267.12
GUERTIN, ANDREW	18.36
HONNEN EQUIPMENT CO.	288.59
IVERSON SANITATION	50.00
JOHN DEERE FINANCIAL	292.52
KANE FUNERAL HOME	380.00
K-B COMMERCIAL PRODUCTS	479.92
KEEGAN, KRISJANSONS & MILES, PC	576.00
KEELE SANITATION	1,824.60
KENCO SECURITY AND TECHNOLOGY	356.75
KLEINFELDT, DEBORAH	74.55
KOHN, SUSAN	376.64
LEON UNIFORM COMPANY, INC.	218.50
LINDENTHAL, PATRA	5.78
LINTONS BIG R, INC.	558.24
MAJESTIC LUBE, INC.	223.35
MARQUIS AWARDS & SPECIALTIES, INC	24.00
MAXX DIESEL REPAIR	540.00
McINTOSH OIL, INC.	6,241.91
MEETEETSE, TOWN OF	121.70
MICKELSON, JOSEPH D	391.31
MOHLER, TYCEE JO	187.79
MONTANA-DAKOTA UTILITIES CO.	2,300.55
MORRISON MAIERLE INC	4,691.50
MOTOR PARTS, INC.	130.34
MOUNTAIN WEST COMPUTER	51.24
MURDOCH OIL, INC.	18,875.46
NADA GUIDES	215.00
NAPA AUTO PARTS	435.38
NATIONAL BUSINESS SYSTEMS	497.68
NATRONA COUNTY LEGAL DEPARTMENT	2,630.00
NEMONT	49.70
NEWMAN TRAFFIC SIGNS, INC	219.15
NORCO, INC.	190.70
OFFICE SHOP, THE	1,818.98
O'REILLY AUTO PARTS - CODY	409.28
PENNO, KAYE	380.00
PENWELL, STEVE	54.95
PETERS, TRACEE	26.16
PITNEY BOWES - RESERVE ACCOUNT	20,000.00
PITNEY BOWES, INC. - A/R	183.16
PLAINSMAN PRINTING SUPPLY	757.50
PLANET HEADSET	117.17
POLECAT PRINTERY	60.00
POWELL ACE HARDWARE, LLC	391.76
POWELL ELECTRIC	50.39
POWELL HIGH SCHOOL SENIOR BASH	400.00
POWELL LOCK	49.00
POWELL TRIBUNE, INC.	4,828.87
POWELL VALLEY HEALTHCARE, INC.	197.00
PRODUCTION MACHINE COMPANY	227.09
RIMROCK TIRE CO - CODY	17.14

RIMROCK TIRE CO - POWELL	967.80
ROCKY MOUNTAIN POWER	108.19
SABER PEST CONTROL	120.00
SIMPSON, KEPLER & EDWARDS, LLC	470.00
SPRINGHILL SUITES - CHEYENNE	564.00
SUMMERS, JOSH	24.36
SYSCO FOOD SERVICES OF MONTANA	1,273.75
THOMPSON LAW LLC	360.00
THOMPSON REUTERS - WEST	749.00
T-O ENGINEERS	15,358.50
UW EXTENSION	49.36
VARDIMAN, JEREMIAH	182.03
VISA - #0068 - B. POLEY	40.50
VISA - #0100 - B. SKORIC	99.00
VISA - #0118 - P. MEYER	635.60
VISA - #0225 - W.E. CRAMPTON	1,229.76
VISA - #9408 - B. EDWARDS	730.98
VISA - #9507 - C. RENNER	318.94
VISA - #9903 - S. STEWARD	8,795.47
VISA - #9911 - S. STEWARD	683.69
VISA - #9929 - J. HILL	232.15
VISA - #9945 - M. GARZA	277.29
VISA - #9960 - T. BARRETT	2,669.86
VISA - #9978 - M. CONNERS	5,826.29
VISA - #9986 - M. GARZA	196.10
WAYNE'S BOOT SHOP	100.00
WHITLOCK MOTORS	46.25
WILD WEST CONSTRUCTION	2,000.00
WILLIAMS & SONS, LLC	3,368.69
WPCI CONSULTANTS, INC.	126.00
WYDOT-FINANCIAL SERVICES	813.36
WYOMING DEPARTMENT OF EMPLOYMENT	150.85
WYOMING DEPARTMENT OF HEALTH	40,404.98
WYOMING DEPARTMENT OF HEALTH/PBL HLTH LB	18.00
WYOMING DEPT OF TRANS - MOTOR VEHICLES	2.00
WYOMING SHERIFFS ASSOCIATION	587.00
WYOMING STATE 4-H FOUNDATION	100.00
WYOMING STATE PUBLIC DEFENDER	400.00
TOTAL	<u>265,218.92</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 Draft of Memorandum of Understanding (MOU) with the Wyoming Supreme Court and Park County, Mike Connors, Park County IT Director & Bryan Skoric, Park County Attorney

Commissioner Tilden made a motion to approve the MOU as redrafted by County Attorney Skoric and Mr. Connors and allow the chairman to sign with the formatting corrections presented, Commissioner Livingston seconded, and motion carried.

Transfer \$750,000 Reserves to the Insurance Fund (for large claim) Colleen Renner, Park County Clerk

Clerk Renner stated the County is anticipating a large claim in the employee health insurance program that will need to be covered until the Stop Loss Insurance reimburses the county. The funds need to be available in the event the claim comes through before the board meets again. Commissioner Tilden made a motion to allow the funds to be transferred, Commissioner Fulkerson seconded, and motion carried 4–1 with Commissioner French voting no. **RESOLUTION 2018-55.**

Approve Travel for Kimball Croft, Bill Crampton, Nursing Manager

Mr. Crampton is requesting permission for Kimball Croft to travel to Irvine California for the National Academy of Science, Engineering & Medicine Conference, January 9-11, 2019. There will be no cost to the county as Center for Disease Control will be paying all expenses. Commissioner Fulkerson made a motion to approve the travel with no cost to the county, Commissioner Tilden seconded, and motion carried.

Added Agenda Items:

Contract with Little America for Legislative Dinner – January 24, 2019 in Cheyenne.

Chairman Grosskopf stated that the four Big Horn Basin counties host a dinner each year during the Legislative session to connect with Senators and Representatives and discuss legislation of importance to counties. Expenses for this dinner are divided equally amongst the four counties and depending on how many attend it usually costs each county roughly \$400.00. Commissioner Livingston made a motion to approve the contract and allow chairman to sign, Commissioner Tilden seconded, and motion carried.

Brian Edwards, Park County Engineer – Release of portion of retainage funds

Mr. Edwards is requesting the release of \$65,700.98 prior to the 45 day public notice waiting period. Major subcontractors have all been paid and the remaining 5% will be sufficient if other expenses come up. Commissioner Livingston made a motion to allow for the reduction in the retainage funds, Commissioner Tilden seconded, and motion carried.

Tim Waddell, Landfill Manager – RE: Open Bids for one 2019 Diesel Powered Track Loader (Waste Handler) – Solid Waste Department

Mr. Waddell received two bids which were sent to the Clerk's office. The first bid is from the John Deere Dealer, Honnen of Casper Wyoming for a Model 755K in the net amount of \$156,440. Tractor & Equipment from Billings Montana bid a Caterpillar Model 963K with a net price of \$186,699. Mr. Waddell stated he budgeted \$200,000 for this equipment purchase and would like review the bids and come back with his recommendation.

Brian Edwards, Park County Engineer – RE:

1. **Open Bids for 3 New Pickup Trucks for Park County Road & Bridge**
2. **Open Bids for 1 Used Pick Up Truck – Park County Events Department**

Mr. Edwards only received one bid which was sent to the Clerk. All Park County dealers were informed of the bid request and received the information for the bid process. The Commissioners and Mr. Edwards discussed their concerns regarding the lack of bids and should they open what has been received or re-open the bid and hope for more participation. Commissioner Livingston stated the board reserves the right to accept or deny the bids and felt the process should continue.

The first bid from Denny Menholt in Cody for two new gas four wheel drive pickups and one diesel four wheel drive were opened. Denny Menholt bid of \$57,986 is for two 2019 Silverado, four door, gas and four wheel drive pickups and is allowing \$8,000 for trade for a net bid of \$49,986. No bid was received for the diesel pickup.

Two bids were received for the used four-wheel drive pickup for the Events Department. A 2017 Sierra SLE 1500 Crew Cab for \$35,500 and \$2,000

for trade and the second bid is for a 2018 Silverado LS 1500 Crew Cab four-wheel drive in the amount of \$33,998 also with \$2,000 trade allowance. Mr. Edwards will review the bids and return with a recommendation.

Barbara Poley – Park County Treasurer – RE: Discussion with City/County on 1% sales tax

Ms. Poley reported that the full amount of tax dollars as voted on by the electors of Park County in 2016 will be collected about 6 months earlier than expected. Now the County needs to request the Wyoming Department of Revenue to cease collection of the 1% sales tax beginning March 31, 2019.

Mr. Mangold, City Councilman of Powell stated a resolution to cease collection of the 1% sales tax passed the City Council unanimously and mentioned their project will be moving forward this spring.

Meeteetse Mayor Yetter stated their resolution to cease collection passed December 6 and their project are also moving forward and expect completion in 2019. Mr. Yetter thanked everyone for this great opportunity for the Town of Meeteetse.

Mr. Edwards reported the bridge projects within the county using the 1% tax are in the design phase and scheduled for construction in 2019 and one has been completed. Commissioner Tilden made a motion to approve the resolution, Commissioner Livingston seconded, and motion carried.

RESOLUTION 2018-52

Public Hearing – Joy Hill, Director of Park County Planning & Zoning – RE: Ishawooa Mesa Ranch, LLC Floodplain Development Permit 5-18

Chairman Grosskopf opened the public hearing.

Ms. Hill stated that Greg Hertel manager for Ishawooa Mesa Ranch LLC is requesting to perform maintenance on an existing levee with riprap. The riprap will be mined and hauled from a neighboring property which was also used for work permitted in 2011. Should erosion be left to continue as-is, the levee's flood control function may be compromised and present a risk to property, human health and safety.

Brian Edwards, County Engineer has only one concern with the timing and hopes this can be completed prior to the county road work coming in the spring of the year. Mr. Hertel stated they plan to begin the work in January and completed by April, weather permitting.

Chairman Grosskopf called for any public comments, there being none. Commissioner Livingston made a motion to close the public hearing, Commissioner Tilden seconded, and motion carried.

Commissioner Tilden made a motion to approve the permit, Commissioner Livingston seconded, and motion carried. **RESOLUTION 2018-53**

Public Hearing – Kim Dillivan, Planner II, Park County Planning & Zoning – RE: Bowler Flats Energy (BFE) Hub SUP-173 and Site Plan Review

Chairman Grosskopf opened the public hearing.

Mr. Dillivan stated all materials were received September 14, 2018 for application and site plan for an electrical substation. The facility will be constructed on fenced undeveloped property located two miles northwest of Frannie and .2 miles south of the Montana state line in a GR-P zone.

Agency requirements have been met and no public comments received. Weed & Pest reminded them they have a long term weed plan in effect until 2020. No irrigation, parking, domestic water, sewage or solid waste are required.

Chairman Grosskopf called for public comment, Mr. Lindstrand, representative for BFE that the corrective deed and easement agreements are

in the process of completion. There being no further comments, Commissioner Tilden made a motion to close the public hearing, Commissioner French seconded, and motion carried.

Commissioner Tilden made a motion to approve the SUP as long as all requirements are met and completed within the one year as no continuances will be given, Commissioner Livingston seconded, and motion carried.

RESOLUTION 2018-54

Brian Edwards, Park County Engineer – RE: Recommendations of Bids for Purchase of 3 New Pickup Trucks – Road & Bridge Department & Recommendations of Bids for Purchase of 1 Used Pickup Truck – Events Department

Mr. Senitte contacted those who usually bid on the vehicles and they all received the bid documentation and chose not to bid.

Mr. Edwards recommends the purchase of the two gas 2019 Chevy Silverado pickups in the amount of \$49,986 with trade in and to rebid for the diesel truck at a later date. Commissioner Tilden made a motion to approve the purchase as recommended, Commissioner Livingston seconded, and motion carried.

Ms. Barrett & Mr. Edwards recommend the purchase of the 2018 Silverado Crew Cab for a purchase price of \$31,998 with trade. Commissioner Tilden made a motion to approve the purchase as recommended, Commissioner French seconded, and motion carried. Ten thousand dollars will be paid from Buildings & Grounds with the remainder coming from the events department.

Tim Waddell, Landfill Manager RE: Recommendation of Bids for one 2019 Diesel Powered Track Loader – Solid Waste Department

Mr. Waddell stated the two machines are pretty identical and he recommends the purchase of the John Deere in the amount of \$156,440. Commissioner Livingston made a motion to approve the purchase as recommended, Commissioner Tilden seconded, and motion carried.

Mary McKinney, Assistant Supervisor, Park County Weed and Pest (W&P) Control District – RE: Park County Long Term Noxious Weed Management for Subdivisions and Other Regulated Development

Ms. McKinney presented a slide show showing disturbances and what she looks for when she provides recommendations for the control of noxious weeds for the Planning & Zoning referrals. Each property is visibly inspected and then recommendations are made after that inspection. Some areas contain more noxious weeds than others so all are handled on a case by case basis. Other considerations such as who is doing the work, where are they coming from regionally and what are the chances the equipment could contain weed seeds. Follow-up with each location is a priority.

When questioned about enforcement, Ms. McKinney stated a letter is sent, the W&P Board will survey the offending property and make a resolution to seek legal action if the land owner is not willing to comply.

Park County W&P does offer a cost share program and sells pesticide and herbicide products. Ms. McKinney encouraged the board to ask questions at any time and thanked them for their time.

Recognize Outgoing Commissioners French and Grosskopf – Jake Fulkerson, Vice Chairman

Vice Chairman Fulkerson presented the two retiring Commissioners with a plaque and framed picture.

Commissioner French commented it has been an honor and privilege to serve the people of Park County for the past eighteen years and thanked everyone.

Commissioner Grosskopf saying good bye is the hardest part, I feel Park County is in good hands and the departments deserve the accolades for all the work that they do. It has been an honor and privilege here and at the state level committees he has served on. It is bitter sweet but he is looking forward to more time to do things with his wife and family. Again he thanked everyone for all their support.

Commissioner Livingston stated how lucky he has been to serve with these commissioners with the knowledge and institutional wisdom Commissioner French possessed.

Commissioner Tilden stated that there has been some high pressure situations and difficult decisions while working with Commissioners French and Grosskopf and they’ve handled them with mutual respect and a good sense of humor. He then thanked them both for their service to Park County.

Adjourn.

Commissioner French made a motion to adjourn, Commissioner Grosskopf 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