

**Park County Board of County Commissioners**  
**Regular Meeting**  
Tuesday, April 2, 2019

Chairman Fulkerson called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, April 2, 2019. Present were Vice Chairman, Joe Tilden, Commissioners Lee Livingston, Dossie Overfield and Lloyd Thiel, and Clerk Colleen Renner.

Brian Edwards led the audience in the Pledge of Allegiance.

**Consent Items:**

**Approve-Minutes, Payroll and Vouchers**

The minutes from March 19, 2019, payroll in the amount of \$581,113.76 which is one bi-weekly with health insurance and the vouchers were presented to the Board for approval. Commissioner Livingston moved to approve all as presented, seconded by Commissioner Thiel and motion carried.

Payee	Amount
360 OFFICE SOLUTIONS	\$89.80
A & I DISTRIBUTORS	\$765.30
ALBERTSONS - SAFEWAY	\$251.07
AT&T MOBILITY	\$2,383.22
BIG HORN CO-OP MARKETING ASSN.	\$955.04
BIG HORN WHOLESALE, INC.	\$695.96
BIG VALLEY BEARING & SUPPLY, INC.	\$72.88
BLACK HILLS ENERGY	\$2,094.40
BOB BARKER COMPANY	\$603.94
BONINE, DUNCAN	\$99.36
BONNER LAW OFFICE	\$1,033.35
BRANDON-WINTERMOTE, KIMBERLY	\$90.08
BUILDERS FIRST SOURCE	\$282.14
BURTELL FIRE PROTECTION	\$562.00
CDW GOVERNMENT, INC.	\$10,971.62
CENTURYLINK	\$5,811.36
CHARTER COMMUNICATIONS	\$389.26
CLARK KING & MICHEL, PC	\$600.00
CODY ACE HARDWARE	\$327.61
CODY ENTERPRISE	\$1,604.18
CODY PAINT & BODY, INC.	\$90.00
CODY, CITY OF	\$19,969.36
CORRECTIONAL HEALTHCARE COMPANIES, INC.	\$4,204.36
COULTER CAR CARE CENTER	\$155.50
CRUM ELECTRIC SUPPLY CO.	\$267.60
D&G ELECTRIC, LLC	\$178.20
DAVE BALLING AGENCY	\$100.00
DING PRO COLLISION CENTER	\$155.32
EDJE Web Design LLC	\$215.00
FASTENAL	\$180.07
GARVIN MOTORS, INC.	\$208.42
GRAINGER	\$960.40
GREEN LIFE SOLUTIONS	\$2,600.00
HONNEN EQUIPMENT CO.	\$114.11
HUMPHRIES-WADSWORTH, PhD, TERRESA M.	\$675.00
INTERMOUNTAIN WOOD PRODUCTS	\$37.22
JACKS TRUCK & EQUIPMENT, INC.	\$97.76
KEEGAN, KRISJANSONS & MILES, PC	\$1,260.00
KENCO SECURITY AND TECHNOLOGY	\$356.75
KOIS BROTHERS EQUIPMENT COMPANY, INC.	\$908.08
LEON UNIFORM COMPANY, INC.	\$134.40
LITTLE AMERICA	\$361.05
LOEPER, JESSICA	\$2,690.00
LONG BUILDING TECHNOLOGIES, INC.	\$64,310.00

MAJESTIC LUBE, INC.	\$52.95
MARQUIS AWARDS & SPECIALTIES, INC	\$201.75
MASTER'S TOUCH, LLC	\$5,184.22
McCLAIN, MONTE	\$53.65
MEETEETSE VISITOR CENTER	\$151.00
MOHLER, TYCEE JO	\$576.87
MOTOR PARTS, INC.	\$34.48
MOUNTAIN WEST COMPUTER	\$73.80
MURDOCH'S RANCH & HOME POWELL	\$8.11
NATIONAL BUSINESS SYSTEMS	\$1,000.00
NEMONT	\$49.88
NETWORK INNOVATIONS	\$1,680.00
NORTHWEST RURAL WATER DISTRICT	\$81.65
OFFICE SHOP, THE	\$1,515.71
PAVEMENT MAINTENANCE, INC.	\$10,200.00
PETERBILT OF WYOMING	\$1,331.67
PILCH ENGINEERING INC., PC	\$5,160.00
PITNEY BOWES, INC. - A/R	\$71.25
PLANET HEADSET	\$87.17
POWELL ACE HARDWARE, LLC	\$203.12
POWELL LOCK	\$269.00
POWELL TRIBUNE, INC.	\$1,010.55
POWELL WELDING AND INDUSTRIAL SUPPLY LLC	\$28.50
POWELL, CITY OF	\$6,373.40
PREMIER VEHICLE INSTALLATION, INC	\$131.40
PUTNEY, LINDA	\$101.68
ROCKY MOUNTAIN POWER	\$1,666.52
ROGER'S SPORT CENTER	\$182.93
ROVENNA SIGNS & DESIGN	\$200.00
SABER PEST CONTROL	\$120.00
SMITH, DEBORA	\$104.00
SUN RIDGE SYSTEMS, INC.	\$20,820.00
SYSCO FOOD SERVICES OF MONTANA	\$1,816.97
TCT WEST, INC	\$8,419.60
THOS. Y. PICKETT & CO., INC.	\$4,700.00
TIRE-RAMA BLGS INTERSTATE	\$594.00
T-O ENGINEERS	\$345.00
UNIVERSITY OF WY - ADMIN BUSINESS OFFICE	\$5,175.00
VERIZON WIRELESS	\$168.11
VERIZON WIRELESS	\$50.04
WAL MART COMMUNITY/GEMB	\$691.57
WCTA	\$90.00
WEBSTER, II, C.E., ATTORNEY LLC	\$1,330.00
WHITLOCK MOTORS	\$3,650.00
WYOMING COUNTY & PROS. ATTORNEYS ASSN	\$200.00
WYOMING DEPARTMENT OF AGRICULTURE	\$50.00
WYOMING DIESEL POWER & RAM ENTERPRISES	\$2,373.02
WYOMING GEOSPATIAL ORGANIZATION	\$25.00
WYOMING GUARDIAN AD LITEM PROGRAM	\$6,624.62
WYOMING INFORMATION TECHNOLOGY DIV	\$70.24
WYOPASS	\$110.00
TOTAL	<u><u>\$225,119.60</u></u>

**Susan Kohn, Executive Assistant, – RE:**

1. **Federal Fiscal Year 2020 Temporary Assistance for Needy Families Community Partnership Initiative (TANF/CPI) Funding Available, Request to Advertise** – Ms. Kohn requested permission to advertise for grant applications, Commissioner Overfield made a motion to allow the advertising, Commissioner Tilden seconded, and motion carried.
2. **Approve WYDOT 2019-20 Extension of Lease Agreement** – Ms. Kohn reported the address of this property is 1507 Stampede, Ste. 3000, County Attorney Skoric approved the one-year lease which includes a 2.4% increase. Commissioner Livingston made a motion to approve the lease and

allow the chairman to sign, Commissioner Overfield seconded, and motion carried.

**Approve 2019-20 Basin Authority Child Support Lease** –Commissioner Overfield made a motion to approve the lease, Commissioner Livingston seconded, and motion carried. Commissioner Tilden abstained as he is a member of this board.

**Brian Edwards, Park County Engineer – RE: Initiation of Proceedings to “Alter” a Public Access (Alley) Located in the Barrows Subdivision in Ralston, WY in Accordance with Wyoming State Statute §24-3-101**

Mr. Edwards presented to the Board for consideration the alteration of public access alley. Commissioner Livingston made a motion to begin proceedings and appoint Brian Edwards as viewer, Commissioner Tilden seconded, and motion carried. **RESOLUTION 2019-13**

**Kim Dillivan, Planner II, Park County Planning & Zoning – RE: PUBLIC HEARING: Amended Plat – Peaks Subdivision**

Chairman Fulkerson opened the public hearing.

Mr. Dillivan presented documentation for the Peaks Minor Subdivision amended plat. The conditions of Resolution 2010-61 shall remain applicable. The applicant shall record the amended plat and a subdivision agreement to be signed by the petitioner which alerts any buyer/owner/title search that all City of Powell ordinances must be met upon annexation.

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

Commissioner Tilden moved to approve the amended plat as presented, Commissioner Livingston seconded, and motion carried. **RESOLUTION 2019-14**

**Mike Garza, Building & Grounds Superintendent – RE: New Structure for Events Coordinator Position**

Mr. Garza presented the Board with documentation and proposed changes to the buildings and grounds and events departments. After discussion regarding job descriptions and the differences in responsibilities of employees in those departments the Board would like to have time to look over the job descriptions and will make a decision next week, which will give Mr. Garza time to do interviews with current employees.

**Commissioners – RE: PUBLIC HEARING: Continuance Wagler Appeal**

Chairman Fulkerson called for the continuance to proceed.

Mr. Wagler presented information to the Board regarding why he believes the LUC is still existing. After discussion with regards to the LUC, 2006 building permits, taxation, commercial use, RV sites, septic systems already in place, and the biker memorial, Ms. Hill recommends the Board zone this property GR5 which allows highway commercial business with Special Use Permit.

Commissioner Overfield made a motion to close the public hearing, Commissioner Livingston seconded, and motion carried.

Commissioner Livingston would like both parties to come back with further clarification for a final decision on April 9<sup>th</sup>.

**President Len Fortunato, Beartooth Ranch Committee – RE: Update on Beartooth Ranch**

Mr. Fortunato gave a slide presentation on the projects the group is pursuing at this time. The objective is to include a sheltered area at the Beartooth parking lot and the boat launch parking area to improve recreational value. The group has identified these two sites, reached out to organizations for funding and pledges, are moving forward to get approval and permits, requesting bids and then construction will begin. The estimated cost is \$38,700 for both areas. Mr. Gilbreath

from WY State Lands & Investments is whom the advisory board has been working with on submitting the temporary use permit and other documentation that is needed to proceed. Wyoming Outdoorsman and Groathouse Construction have both stated they will contribute to the project.

**Commissioners – RE: Approval to Replace Coordinator, Office of Homeland Security Position**

Chairman Fulkerson has received resignations from both employees in Homeland Security. Discussion between the Board, Mr. Knapp, Ms. Ramey and Sheriff Scott Steward regarding how the department could be reorganized to better suit the future needs of the County. Commissioner Thiel has researched how other counties operate their Homeland Security department and believes there are some worthy options to consider as they move forward.

**Diane Whitlock, Owner, Claire's French Bakery – RE: Continue Discussion on Bistro Proposal**

Ms. Whitlock returned after speaking with the library board and is ready to move forward with her proposal to lease the bistro in the library. Library representatives, Ms. Clymer and Mr. Bevenger were present and have no objections to moving forward with the proposal.

Commissioner Livingston made a motion to enter into the agreement with lease dates of May 1-September 30, 2019 in the amount of \$250.00 per month, Commissioner Overfield seconded, Commissioner Tilden would like to revisit the rental lease and have lessee disclose financials confidentially to the board at the end of this term. The motion carried 3 -1 with Commissioner Thiel voting no.

**Director Laurie Ferraro and President, Ken Markert, Park County Animal Shelter – RE: Request for Additional Funding for Park County Animal Shelter**

Mr. Markert began by introducing Lelani Snyder and thanked the Board for past support with special funding for the operations of the Park County Animal Shelter. He gave a brief update on the mission statement, shelter stats, spay and neuter clinics, cost of actual operations showing income and expenses. Mr. Markert discussed the capital campaign for replacing the current shelter with a new and updated building he projects to begin in the spring of 2020. Park County Animal Shelter is a 501 c 3, one hundred percent local organization and is not affiliated with the Humane Society of the United States. The shelter houses animals from Cody, Meeteetse and Park County and is a no kill shelter.

Commissioner Tilden made a motion to give \$10,000 for the capital campaign, Commissioner Livingston seconded, and motion carried.

**Kim Dillivan, Planner II, Park County Planning & Zoning – RE: Mandie Mae Final Plat Review Consideration**

Mr. Dillivan presented the final plat with its history.

Commissioner Livingston made a motion to approve the final plat, Commissioner Tilden seconded, and motion carried. **RESOLUTION 2019-15**

**Commissioners – RE: Discussion of Resolution – 2019-10 Zoning of Un-zoned Parcel, Site Address 225 HWY 295, Powell, WY**

Chairman Fulkerson gave a brief statement with regards to the assignment of an industrial zoning district to the parcel that does not meet all of the criteria required for a zoning map amendment.

Commissioner Overfield made a motion to rescind the original resolution 2019-10 and rezone GR35, Commissioner Livingston seconded. After discussion with regards to time difference, and that a variance and special use permit will now be required, the motion carried.

**Tim Waddell, Park County Landfill Manager – RE: Approve & Sign Contract with Full Draw Construction for Tire Disposal Agreement**

Mr. Waddell presented an agreement with Full Draw Construction to haul and dispose tires from the Cody and Powell locations with an annual review. Commissioner Overfield made a motion to allow the chair to sign the agreement as presented, Commissioner Tilden seconded, and motion carried.

**Brian Edwards, Park County Engineer – RE: Consideration to Authorize the Public Works Department to Seek Statements of Qualifications for Professional Engineering Services for Major Upgrades to Lanes 13 & 14 Between Willwood Dam and Highway 295**

Mr. Edwards would like to move forward with the qualifications-based selection process to provide costs for planning, surveying, design, bid/contract administration and construction of major upgrades to Lanes 13 and 14. With these estimates Mr. Edwards can budget accordingly out of the County Road Construction Fund.

Commissioner Livingston made a motion to authorize the Public Works Department to seek statements of qualification for professional engineering services for these major upgrades to the Willwood Road, Commissioner Theil seconded, and motion carried.

**Executive Session.**

Commissioner Livingston moved to go into executive session pursuant to Wyoming State Statue § 16-4-405 (a) (ii), seconded by Commissioner Overfield and unanimously carried.

**Commissioners – RE: Interview for the Buffalo Bill Dam Visitor Center Board**

The Board interviewed Kimberly N. Banathy.

**Commissioners – RE: Interview for the Buffalo Bill Dam Visitor Center Board**

The Board interviewed William R. McCormick.

Chairman Fulkerson called to reconvene the regular meeting.

Commissioner Livingston made a motion to appoint Mr. McCormack, Commissioner Thiel seconded, and after further discussion Commissioners Overfield and Tilden voted nay, Chairman Fulkerson broke the tie by voting for Mr. McCormack.

**Tyce Mohler, Park County 4-H & Youth Development Educator – RE: Introduction to Northwest Extension Educators**

Present were Laura Balis, Fremont County Nutrition & Food Safety Educator, Kaitlyn Youngquist, Washakie County Ag & Horticulture, Barton Stam, Hot Springs County Sustainable Management of Rangeland Resources, Debbie Kelly, Park County Cent\$ible Nutrition and Bobbie Holder, Park County Horticulturist. Each of these educators gave a brief update on the topics they are presenting to Park County clientele. In closing, Ms. Mohler thanked the Board and stated if anyone needs further information she would be happy to connect them with the Educators in our area.

**Executive Session.**

Commissioner Thiel moved to go into executive session pursuant to Wyoming State Statue § 16-4-405 (a) (ii), seconded by Commissioner Livingston and unanimously carried.

Chairman Fulkerson called to reconvene the regular meeting.

**Adjourn.**

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

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Jake Fulkerson, Chairman

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Lee Livingston, Commissioner

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Lloyd Thiel, Commissioner

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Joe Tilden, Vice Chairman

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Dossie Overfield, Commissioner

Attest:

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Colleen Renner, County Clerk