

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

Tuesday, December 20, 2022

Chairwoman Dossie Overfield called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, December 20, 2022. Present were Vice Chairman, Scott Mangold, Commissioners Lee Livingston, Lloyd Thiel, Joe Tilden and Clerk Colleen Renner.

Commissioner Tilden led the audience in the pledge of allegiance.

Consent Items:

Approve-Minutes, Payroll and Vouchers

Commissioner Livingston made a motion to approve the following consent agenda items as listed: minutes from December 6; bi-weekly payroll in the amount of \$490,176.82; vouchers; monthly earnings and collection statements for the Clerk, Clerk of District Court, and Sheriff; Ad for Unexpired Terms on Park County Museum Board and Park County Historic Preservation Board Commissioner Tilden seconded, and the motion carried.

Payee	Amount
360 OFFICE SOLUTIONS	\$1,280.37
A & I DISTRIBUTORS	\$1,976.67
ABSAROKA DOOR	\$1,924.81
ANGEL ARMOR	\$1,094.24
AUTOWORKS AUTO SALES, INC.	\$144.46
B & B FLEET SERVICE	\$691.00
BAILEY ENTERPRISES, INC.	\$563.50
BAILEY ENTERPRISES, INC.	\$6,406.06
BEAR CO., INC.	\$9,975.94
BEARTOOTH ELECTRIC COOP	\$133.02
BIG HORN RADIO NETWORK	\$836.00
BIG HORN RURAL ELECTRIC COMPANY	\$329.28
BIG HORN WATER	\$244.00
BIG HORN WHOLESALE, INC.	\$1,627.96
BIG VALLEY BEARING & SUPPLY, INC.	\$41.36
BLACK HILLS ENERGY	\$19,728.61
BLATT, TIMOTHY J.	\$400.00
BLOEDORN LUMBER - POWELL	\$460.86
BOMGAARS	\$53.63
BOONE'S MACHINE SHOP	\$27.50
BUILDERS FIRST SOURCE	\$41.85
BURG SIMPSON ELDREDGE HERSH & JARDINE	\$1,075.00
CARQUEST AUTO PARTS - #064250	\$804.98
CDW GOVERNMENT, INC.	\$696.07
CENTURYLINK	\$2,473.68
CENTURYLINK BUSINES SERVICES	\$6.36
CHARTER COMMUNICATIONS	\$284.96
CHOICE AVIATION, LLC	\$727.16
CHRISTIE, LOGAN	\$227.50
CODY ACE HARDWARE	\$1,022.45
CODY ENTERPRISE	\$3,668.40
CODY WINNELSON CO.	\$33.69
CODY, CITY OF	\$2,509.27
CORRECTIONAL HEALTHCARE COMPANIES, INC.	\$21,618.97
CRUM ELECTRIC SUPPLY CO.	\$925.10
CURTIS CHENEY, CHENEY LAW OFFICE LLC	\$70.00
D&G ELECTRIC, LLC	\$5,030.85
DENNY MENHOLT CHEVROLET BUICK GMC	\$1,018.37
ELIAS, RONDA	\$33.70
ENGINEERING ASSOCIATES	\$222.48
FASTENAL	\$146.77
FLOYD'S TRUCK CENTER	\$2,241.60
GALLS, LLC	\$15.93
GARLAND LIGHT & POWER CO.	\$1,578.35

GLAXOSMITHKLINE PHARMACEUTICALS	\$292.71
HATFIELD, JACK R. II	\$32.50
HONNEN EQUIPMENT CO.	\$52.31
INTERSTATE BATTERIES	\$395.85
INTERSTATE TIRE SERV. INC	\$40.00
INTOXIMETERS, INC.	\$283.00
JOHNSON COUNTY CIRCUIT COURT	\$2.00
JOHNSON, DOMINIK	\$20.00
KALENAK LAW	\$2,497.00
KATTENHORN, TREVER	\$25.00
K-B COMMERCIAL PRODUCTS	\$5,672.90
KEELE SANITATION	\$2,453.30
KONE	\$5,295.24
MARQUIS AWARDS & SPECIALTIES, INC	\$237.65
MATTHEW BENDER & CO., INC.	\$824.99
McKESSON MEDICAL SURGICAL	\$99.23
MEETEETSE, TOWN OF	\$124.20
MIDWEST FENCE COMPANY	\$2,000.00
MILES, SARAH N.	\$400.00
MONTANA-DAKOTA UTILITIES CO.	\$4,893.93
MOTOR POWER EQUIPMENT	\$32,750.00
MURDOCH OIL, INC.	\$45,464.39
MURDOCH'S RANCH & HOME POWELL	\$339.18
NAPA AUTO PARTS	\$178.45
NEWTON, LAURA J.	\$355.00
NORCO, INC.	\$246.19
ODDE, HANS	\$527.47
OFFICE SHOP, THE	\$224.33
PFIZER INC.	\$2,416.02
POISON CREEK, INC	\$109.77
POWELL ACE HARDWARE, LLC	\$141.62
POWELL LOCK	\$74.00
POWELL TRIBUNE, INC.	\$3,781.87
POWELL WELDING AND INDUSTRIAL SUPPLY LLC	\$77.95
PRODUCTION MACHINE COMPANY	\$8,354.74
QUADIENT	\$598.80
RANDOL CUSTOM HOMES, LLC	\$9,040.90
RIMROCK TIRE CO - CODY	\$111.70
ROCKY MOUNTAIN POWER	\$128.73
ROGER'S SPORT CENTER	\$204.74
RSC POWERSPORTS	\$110.24
SABER PEST CONTROL	\$150.00
SANOFI PASTEUR, INC	\$259.16
SAUCEDA, DAVE	\$130.00
SCHLATTMANN LAW OFFICE	\$340.00
STONEHOUSE DATA SOLUTIONS, LLC	\$905.36
SUN RIDGE SYSTEMS, INC.	\$28,910.00
SYSCO FOOD SERVICES OF MONTANA	\$3,387.66
THOMPSON REUTERS - WEST	\$915.06
TRACTOR & EQUIPMENT CO	\$28,255.97
TREVATHAN, SABRINA RDR	\$1,675.90
TRI STATE TRUCK & EQUIP, INC	\$418.61
TYLER BUSINESS FORMS	\$133.08
UPS STORE, THE	\$14.22
UW EXTENSION	\$115.57
VERIZON WIRELESS	\$91.79
VISA - #0037 - B. POLEY	\$119.89
VISA - #0045 - B. SKORIC	\$100.00
VISA - #0052 - P. MEYER	\$526.45
VISA - #0078 - L. LIVINGSTON	\$124.00
VISA - #0086 - W.E. CRAMPTON	\$829.39
VISA - #0359 - S. STEWARD	\$961.45
VISA - #0367 - J. HILL	\$313.52
VISA - #4044 - S. STEWARD	\$1,375.02
VISA - #4079 - S. STEWARD	\$3,438.48
VISA - #4087 - M. CONNERS	\$7,510.94
VISA - #4168 - B. EDWARDS	\$712.03

VISA - #4184 - T. KATTENHORN	\$3,536.89
VISA - #4192 - W. WOOD	\$1,829.35
VISION WEST, INC.	\$735.00
WEBSTER, II, C.E., ATTORNEY LLC	\$1,450.00
WEIMER, GEOFF	\$593.80
WENDY G MORRIS CONSULTING LLC	\$10,790.05
WILLIAMS & SONS, LLC	\$197.92
WPCI CONSULTANTS, INC.	\$100.00
WYOMING DEPARTMENT OF EMPLOYMENT	\$138.11
WYOMING SECRETARY OF STATE	\$60.00
WYOMING SHERIFFS ASSOCIATION	\$687.00
WYOMING STATE PUBLIC DEFENDER	\$400.00
TOTAL	<u>\$327,522.33</u>

Commissioners – RE: Land Use Plan Update with Clarion Associates via Zoom

Darcie White with Clarion reported she and her team met on December 19th with the LUPAC and the technical group who all had a lot of good suggestions. Chairwoman Overfield stated that today’s goal is to review work completed to date and to look forward to what work will be coming up. Some of the topics discussed were irrigation districts, ag overlay, emergency services, growth strategies, road development, housing, modifying planning area boundaries and development in those areas and implementing special/improvement districts.

Commissioners – RE: Clayton Creel Appeal Decision

Chairwoman Overfield stated that a decision will be made after receiving the updated information from the Creel’s engineering firm. Commissioner Tilden asked if Oak Drive has been brought up to county road standards and it has not, he went on to ask about the existing water well and Mr. Creel stated the water in the well is unsuitable for animal or human consumption.

Commissioner Tilden made a motion to grant the appeal Commissioner Mangold, seconded, Commissioners Mangold and Tilden voted aye Commissioners Livingston and Thiel opposed, Chairwoman Overfield also opposed. Creel appeal is denied. **RESOLUTION 2022-106**

Joy Hill, Planning & Zoning Director – RE: Public Hearing: Hawkeye Ranch FP 6-22

Chairwoman Overfield opened the public hearing.

Ms. Hill presented the Floodplain permit to complete and upland restoration and streambank protection project along 1,500 feet of the northern bank of the South Fork or the Shoshone River. Five thousand cubic yards of material will be removed from the channel to rebuild the upland area with 2,100 cubic yards of imported riprap material to stabilize the restored bank.

Staff recommended approval with conditions that were read into the record. Army Core of Engineers granted a Nationwide Permit 45 and stipulated that work needs to be completed no later than March 14, 2026.

Ms. Hill stated Wyoming Game & Fish had three questions with regards to design, riprap and being able to review the Army Corps and DEQ permits. Mr. Conklin, Engineering Associates gave response to those questions.

Chairwoman Overfield called for public comments. Laura Burckhardt, Wyoming Game & Fish has concerns about the channel moving and would like more riprap added to the project. Mr. Conklin stated that his clients are willing to provide more fill if needed. There being no further comments Commissioner Livingston made a motion to close the public hearing, Commissioner Mangold seconded, motion carried.

Commissioner Thiel made a motion to approve FP622 adding the Army Core of Engineers and Game & Fish’s request for additional riprap and extend to the point discussed. Commissioner Livingston seconded for discussion. Commissioner Tilden asked to amend the motion requiring Hawkeye Ranch to

work with Game & Fish to mitigate within the parameters set. All accepted the amendment and motion carried. **RESOLUTION 2022-107**

Cody Conservation District – RE: Update Regarding District Boundary

Russ Dwyer, Chairman of the Cody Conservation District stated that documentation has been received from the Department of Revenue completing the boundary changes between the Teton and Cody Conservation Districts. The Cody District boundary now includes all of Park County within Yellowstone National Park.

Mr. Dwyer also gave an update of projects, and noted that District Secretary, Britney Swope will be leaving, and they will be advertising for her position.

Alex Florek and Jason Lund, Carver Florek & James CPA's – RE: Audit Report Presentation via Zoom

Mr. Lund briefly reviewed the steps taken by the firm to complete the balance, income, and design tests for the County audit. Mr. Lund discussed the balance sheets, capital assets, capital additions and disposals for the year. Letters were sent to the State of Wyoming confirming funds received by the County, grant expenditures were reviewed, SEFA funding and internal controls are all in compliance. The County had one material weaknesses regarding the lack of a written policy to determine if a business has been suspended or debarred before grant payments are made to said businesses. Statements of activity changes, governmental funds, long term assets and liabilities, revenue changes, proprietary funds and landfill operating expenses, closure and liability were also reviewed. Mr. Lund finally reported this is an unqualified or clean report of the Counties financial statements.

Judge Bill Simpson – RE: Electronic Equipment Budget Request

Honorable Judge Simpson discussed the issue of purchasing a new copy machine for the court and the State will purchase a new copier for approximately \$6,500. The Judge also noted that the digital devices and docking station have become obsolete and he would like to purchase those with the money in his furniture line item. Chairwoman Overfield stated that would be fine as long as the bottom line of the budget is not exceeded.

Judge Simpson thanked Commissioner Tilden for his service to Park County and all Board members for the work they do.

Commissioners – RE: Updated Fee Schedule and Temporary Pay Scale

Chairwoman Overfield presented the departments updated fee schedule. Commissioner Livingston made a motion to approve the new and updated fee schedule, Commissioner Tilden seconded, motion carried. **RESOLUTION 2022-108**

Chairwoman Overfield presented the temporary pay schedule in which some positions were combined, and several were added that are used during the fair. Commissioner Thiel made a motion to approve the proposed changes as presented Commissioner Livingston seconded, motion carried. **RESOLUTION 2022-109**

Kim Dillivan, Planning & Zoning – RE: Faber SS-299 Final Plat

Mr. Dillivan presented the final plat application for Bret Faber to subdivide an 80-acre parcel creating one 1.19-acre lot for residential use leaving a remaining 78.83-acre parcel for agricultural use. The property is in GR-P zoning about 2 miles north of Powell. Agency referrals and notices have been met and conditions were read into the record with condition number 2, water distribution plan having been approved, leaving two remaining conditions. Commissioner Livingston moved to approve with removal of condition #2, Commissioner Thiel seconded, motion carried. **RESOLUTION 2022-110**

Kim Dillivan, Planning & Zoning – RE: Sheffield MS-68 Final Plat/SIA

Mr. Dillivan presented the final plat application for Spencer & Karly Sheffield requesting approval of a partial vacation and re-subdivision of Lot 2 of the Nose SS-127 into a two-lot subdivision consisting of one 5.00-acre lot and one 10.00-acre lot each for residential use. The property is in GR-5 zoning located two miles east of Cody. Agency referrals and notices have been met, no public comments received, and conditions were read into the record

Commissioner Mangold moved to approve with conditions, Commissioner Livingston seconded, motion carried. **RESOLUTION 2022-111**

Kim Dillivan, Planning & Zoning – RE: Gillett South MS-65 Final Plat/SIA

Mr. Dillivan presented the final plat application for Donald Gillett requesting approval of a three-lot subdivision consisting of two 8.99-acre lots and one 10.0-acre lot for residential use. The property is in GR-P zoning located two miles south of Powell. Agency referrals and notices have been met, no public comments received, and conditions were read into the record.

Commissioner Tilden asked for clarification on the width of the easements. Commissioner Tilden made a motion to approve the Subdivision Improvements Agreement, Commissioner Thiel seconded, motion carried.

Commissioner Tilden made a motion to approve the final plat with staff recommendations, Commissioner Livingston seconded, motion carried. **RESOLUTION 2022-112**

Commissioners – RE: Retirement Recognition for Outgoing Commissioner, Joe Tilden - RE: Retirement Recognition for Outgoing District Court Clerk, Patra Lindenthal - RE: Retirement Recognition for Outgoing Coroner, Tim Power - RE: Retirement Recognition for Outgoing Sheriff, Scott Steward

Chairwoman Overfield honored Tim Power for 18 years of service.

Patra Lindenthal for 30 years with the District Court as employee and then as the District Court Clerk.

Scott Steward for 31 years with the Sheriff's office as employee and then Sheriff.

Joe Tilden for 12 years as County Commissioner, he was also presented a plaque from the WCCA.

A reception in the hallway was held.

Adjourn.

Commissioner Tilden moved to adjourn, Commissioner Mangold seconded, and the motion carried.

Dossie Overfield, Chairwoman

Scott Mangold, Vice Chairman

Lee Livingston, Commissioner

Lloyd Thiel, Commissioner

Joe Tilden, Commissioner

Attest:

Colleen Renner, County Clerk