

**Park County Board of County Commissioners**  
**Regular Meeting**  
Tuesday, May 16, 2023

Chairwoman Dossie Overfield called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, May 16, 2023. Present were Vice Chairman, Lloyd Thiel, Commissioners Lee Livingston, Scott Mangold, Scott Steward and Clerk Colleen Renner.

Molly Norberg 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 for May 2 and 9, 2023; monthly payroll for Elected officials in the amount of \$102,043.31 and employee bi-weekly payroll for \$489,401.86; vouchers; approve ad for Library and Museum Board Openings; Catering Permit for Pitchfork Ranch Horse Sale; Lease Renewal for NWC at Park County Complex; sign assignment of Lease for Granite Creek Energy; and monthly earnings and collection statements for the Clerk, Clerk of District Court, and Sheriff, Commissioner Thiel seconded, motion carried.

Payee	Amount
360 OFFICE SOLUTIONS	\$4,720.98
ABROMATS, LETITIA C. PC	\$50.00
AT&T MOBILITY	\$98.01
AUS, REBECCA R	\$750.00
B & B FLEET SERVICE	\$1,655.00
BAILEY ENTERPRISES, INC.	\$5,513.08
BEAR CO., INC.	\$192.02
BEARTOOTH ELECTRIC COOP	\$70.07
BIG HORN RURAL ELECTRIC COMPANY	\$334.84
BIG HORN WATER	\$289.00
BIG HORN WHOLESALE, INC.	\$30,210.41
BIG SKY COMMUNICATIONS, INC.	\$1,030.00
BIG VALLEY BEARING & SUPPLY, INC.	\$93.87
BLACK HILLS ENERGY	\$9,944.02
BLAIR'S MARKET	\$55.92
BLOEDORN LUMBER - POWELL	\$124.56
BOBCAT OF THE BIG HORN BASIN, INC.	\$37.82
BOMGAARS	\$12.99
BRAZELTON, LILLIAN	\$5.20
BUILDERS FIRST SOURCE	\$60.26
BURKHART, JENNIFER (ABEE)	\$15.00
BUSS, MICHELLE	\$15.00
CARQUEST AUTO PARTS - #064250	\$1,571.39
CBL SALT LAKE CITY	\$261.90
CENTURYLINK	\$2,842.94
CENTURYLINK BUSINES SERVICES	\$23.08
CHARTER COMMUNICATIONS	\$284.36
CINA & CINA FORENSIC CONSULTING, P.C.	\$7,500.00
CIVIC RESEARCH INSTITUTE, INC.	\$179.95
CODY ACE HARDWARE	\$543.16
CODY CONSERVATION DISTRICT	\$67,000.00
CODY ENTERPRISE	\$2,112.45
CODY WINNELSON CO.	\$165.00
CODY, CITY OF	\$2,573.43
COMMINS, JOE	\$15.00
COMMUNICATION TECHNOLOGIES, INC.	\$600.00
CORDEIRO, JENNIFER	\$15.00
CORRECTIONAL HEALTHCARE COMPANIES, INC.	\$22,483.73
CRUM ELECTRIC SUPPLY CO.	\$291.27
CRYE PRECISION, LLC	\$452.79
CURTIS CHENEY, CHENEY LAW OFFICE LLC	\$145.00
DALTON, SYRINA	\$950.43
DELL MARKETING L.P., C/O DELL USA L.P.	\$289.21
DENNY MENHOLT CHEVROLET BUICK GMC	\$153.15

DOMINICK, CHERYL	\$15.00
DOMINICK, STEPHEN	\$15.00
DOOLEY ENTERPRISES, INC	\$10,855.32
EMERY, DR. STEPHEN	\$15.00
ENGINEERING DESIGN ASSOCIATES	\$29,647.50
FASTENAL	\$81.89
FLOYD'S TRUCK CENTER	\$270,812.12
FRANKLIN, PHILIP	\$15.00
FREMONT MOTOR CODY, INC.	\$157.58
G & L WATER SERVICES	\$16,974.36
GALLS, LLC	\$494.05
GARLAND LIGHT & POWER CO.	\$1,157.31
GONZALEZ, RANEE L.	\$175.50
GOODYEAR PRINTING	\$230.00
GRAINGER	\$112.32
GROTEFEND, JAMES	\$15.00
HAMMARLUND, SHAWNA	\$15.00
HANSON, TAFFANY	\$15.00
HERBURGER, KAREN	\$513.52
HHO OF WYOMING	\$1,770.00
HOLTSMAN, COLLEEN	\$30.00
HONNEN EQUIPMENT CO.	\$670.65
HORN, MICHELLE	\$15.06
HORROCKS, MICHELLE	\$22.93
HOT SPRINGS COUNTY SHERIFF	\$118.02
IVERSON SANITATION	\$50.00
JACOBS, JONATHAN	\$15.00
K-B COMMERCIAL PRODUCTS	\$33.17
KEELE SANITATION	\$2,290.00
KENCO SECURITY AND TECHNOLOGY	\$474.55
KENCO SECURTIY AND TECHNOLOGY	\$7.62
KOBBE, DESIRE	\$188.12
KRONE LAW LLC	\$866.65
MASTER'S TOUCH, LLC	\$858.33
MEETEETSE, TOWN OF	\$182,579.20
MILES, SARAH N.	\$400.00
MONTANA-DAKOTA UTILITIES CO.	\$2,722.09
MOORE, EASTON	\$128.12
MOUNTAIN WEST COMPUTER	\$57.93
MURDOCH OIL, INC.	\$14,317.66
MURDOCH'S RANCH & HOME POWELL	\$65.09
MURRAY, DR. JOHN	\$15.00
NAPA AUTO PARTS	\$315.97
NEVILLE, MICHAEL	\$1,350.00
NORCO, INC.	\$95.40
OFFICE SHOP, THE	\$1,399.15
O'REILLY AUTO PARTS - POWELL	\$88.81
PAVEMENT MAINTENANCE, INC.	\$63,694.40
PITNEY BOWES, INC. - A/R	\$51.00
POLEY, BARBARA	\$421.17
POWELL ACE HARDWARE, LLC	\$127.76
POWELL CLARKS FORK CONSERVATION DISTRICT	\$7,051.10
POWELL TRIBUNE, INC.	\$2,425.79
POWELL VALLEY HEALTHCARE, INC.	\$340,116.30
PRESTON, LYNELL K	\$20.96
PRODUCTION MACHINE COMPANY	\$3,113.85
RENO COLLISION CENTER, INC	\$387.10
RHODES, HEATHER	\$15.00
ROCKY MOUNTAIN POWER	\$130.71
ROCKY MOUNTAIN WASH, LLC	\$90.00
SABER PEST CONTROL	\$230.00
SANBORN, HEAD & ASSOCIATES, INC.	\$742.00
SAUCEDA, DAVE	\$247.62
SMITH, TED	\$141.48
STERICYCLE	\$153.51
SYSCO FOOD SERVICES OF MONTANA	\$2,188.33
TEAM LABORATORY CHEMICAL, LLC	\$1,065.00
THE REAL DEAL PLUMBING	\$105.63
TRIPLE L SUPPLY	\$227.12
TURNER, CAROLINE	\$801.09
UPS STORE, THE	\$13.64
VARDIMAN, JEREMIAH	\$176.85

VISA - #0037 - B. POLEY	\$22.46
VISA - #0045 - B. SKORIC	\$1,351.22
VISA - #0052 - P. MEYER	\$71.22
VISA - #0078 - COUNTY COMMISSSIONERS	\$162.91
VISA - #0086 - W.E. CRAMPTON	\$2,114.46
VISA - #0250 - C. RENNER	\$4,406.46
VISA - #0268 - D. CARROLL	\$807.83
VISA - #4044 - S. STEWARD	\$387.33
VISA - #4079 - S. STEWARD	\$4,424.90
VISA - #4087 - M. CONNERS	\$6,484.93
VISA - #4103 - D. STEWARD	\$564.46
VISA - #4168 - B. EDWARDS	\$3,941.84
VISA - #4184 - T. KATTENHORN	\$5,181.63
VISA - #4192 - W. WOOD	\$457.65
VISA - #4440 - C. GORTMAKER	\$1,519.53
VISA - #5449 - HOMELAND SECURITY	\$107.77
VISA - #5738 - T. BALL	\$267.20
WATTS, THOMAS & JESSICA	\$94.06
WATTS, TRANDALL	\$346.24
WEIMER, GEOFF	\$712.03
WELLS, BARBARA	\$15.00
WESTERN EMULSIONS INC	\$5,990.40
WHITLOCK MOTORS	\$55.39
WOODCOCK, JERRI	\$41.75
WOODWARD TRACTOR & RENTAL, INC	\$1,110.31
WYOMING BEHAVIORAL INSTITUTE	\$2,262.00
WYOMING DEPARTMENT OF EMPLOYMENT	\$175.49
WYOMING DEPARTMENT OF HEALTH	\$37,163.45
WYOMING DEPARTMENT OF HEALTH/PBL HLTH LB	\$39.00
WYOMING DEPT OF TRANS - MOTOR VEHICLES	\$4.00
WYOMING FIRE SAFETY, LC.	\$350.00
WYOMING INFORMATION TECHNOLOGY DIV	\$245.31
WYSE, SABINA	\$49.13
YEAGER, HEIDI	\$600.00
<b>TOTAL</b>	<b><u>\$1,213,257.05</u></b>

**Commissioners – RE: Clarion Associates Contract Adjustment**

Chairwoman Overfield stated that Clarion has submitted a change order for work completed and provided an itemization of that work. Clarion is anticipating that they will be \$94,000 over budget at completion and are requesting that the County offset that with a contract amendment for \$51,000. After discussion Commissioner Mangold made a motion to amend the contract in the amount of \$30,000 to make up for some of the added meetings, Commissioner Livingston seconded, motion carried.

**Commissioners – RE: Public Hearing: Appeals of River Ridge Subdivision MS-74**

- **Martin James (Jim) Dougherty**
- **Bernie Spanogle on behalf of Michael Spanogle**

Chairwoman Overfield opened public hearing.

Jim Daugherty, 51 Corbett Road, presented a power point with information detailing 15 material errors and omissions in his request for a review of the administrative relief that was granted by the Park County Engineer on March 29<sup>th</sup>, 2023.

Mr. Spanogle who responded by letter is also appealing the decision to give administrative relief.

Mr. Kendrick spoke for Karen Crowell and Cynthia Hermans with regards to dividing the property to settle the estate if something happens to either sister.

Ted Harvey, owner, and applicant for the subdivision along with Ms. Crowell and Ms. Hermans, provided a response to why he feels administrative relief should be granted for River Ridge Road. There are no future plans for further development on the property and no further subdividing would be allowed.

Chairwoman Overfield stated that time has run out for today and requested that the Board consider continuing the public hearing. Commissioner

Livingston made a motion to continue the hearing to June 6 at 1:15 p.m., Commissioner Thiel seconded, motion carried. The hearing will begin with County Engineer. Ms. Hill stated that Planning & Zoning will continue their public hearing as well as P&Z's decision is dependent on the decision of the Board.

**EJ House, President & CEO Cody Chamber of Commerce – RE: Introduction and Updates**

Mr. House introduced himself as the new Chamber Director and this is his fourth week on the job. Mr. House provided updates on happenings at the Chamber including a 25% increase in visitation for April over last year, upcoming Art Shows and collaborating with the school district's Classroom to Careers program. The Chamber hours are Monday-Friday 8 a.m. to 7 p.m. and Saturday-Sunday 8 a.m. to 6 p.m.

**Mayor Hall, City of Cody – RE: ARPA Request**

Mayor Hall introduced Cody Public Works Director; Phillip Bowman and explained that the City would like to partner with the County on several identified infrastructure projects. The City would like to request \$100,000 for the TAP grant additional funding and \$120,000 chip seal projects in town.

Mr. Bowman gave an overview on the TAP grant which will place an overhead beacon on Big Horn Avenue for a pedestrian/school crossing, a pathway along Robert Street and an enhanced crosswalk at the high school at 10<sup>th</sup> & Beck Avenue, if not approved they would use the \$100,000 to look at only 10<sup>th</sup> & Beck. Commissioner Mangold requested deadline for grant. Mr. Bowman stated due October 1 with decision in December 2024/January 2025.

Mr. Bowman talked about partnering on the purchase of chips and requested \$60,000 each year for FY24 and FY25.

Discussion followed on matching funds for the grant, involvement in Powell TAP project, and price breaks for larger quantities for chips. Commissioner Livingston made a motion to approve the \$100,000 match but only if the TAP project moves forward, Commissioner Mangold seconded, Commissioner Thiel opposed, and the motion carried.

Commissioner Mangold suggested Mr. Bowman work with Mr. Edwards for purchasing chips. No decision was made on the dollars for the chip product.

**Tina Bernard, Youth Clubs of Park County – RE: Special Funding Request**

Ms. Bernard requested special funding of \$25,000 and will be considered during the budget process.

**Christine Merz Gleason, Discover Meeteetse (Meeteetse Visitor Center) – RE: Special Funding Request**

Ms. Merz introduced Magnum Faust, President and Misty Taylor, new Director. The request for this year's special funding is \$10,000 and will be considered during the budget process.

**Becky Ransom, Yellowstone Behavioral Health Center – RE: Special Funding Request**

Ms. Ransom stated the center provides 24/7 emergency services to residents. The request for this year's special funding is \$50,000 and will be considered during the budget process.

**Darrell Steward, Sheriff – RE: Sheriff Department Compensation**

Sheriff Steward stated that he is reviewing all positions and hopes to address a couple with regards to retention and recruitment. Exit interviews show that retirement, pay, stress on job, officer involved shootings, inflation and increasing housing costs are all reasons leading to a higher-than-normal turnover rate. Three positions are FTO and would like to see these positions raise to Grade 18, and Communication Supervisor to a Grade 17. The goal is to bridge the pay gap and be more competitive to recruit new employees. Staff

numbers, incentives to stay, experience in officers, were several other topics discussed. The Board asked the Sheriff to have suggestions ready for the budget session coming up.

**Nicholle Gerharter, Park County Museum Board – RE: Current Year Budget Discussion**

Ms. Gerharter, Chair of Park County Museum Board is requesting additional funds for an employee who married so the spouse may be added to the employee's insurance. The additional expense is for three months of increased insurance premiums for a total of \$2,115 dollars.

Commissioner Livingston moved to approve the three-month health insurance premium, Commissioner Mangold seconded, Ms. Gerharter will work with Mr. Pomajzl, Accounts Payable to include the funds. Motion carried.

**Commissioners – RE: Discussion on Health Insurance Renewals**

Clerk Renner discussed the increase in stop loss premium and presented the proposal to add mental health services to Teledoc that has been recommended by the Health, Safety & Wellness committee.

Commissioner Livingston move to approve the requested 2% and include the mental health services to Teledoc, Commissioner Mangold seconded, motion carried.

**Kim Dillivan, Planning & Zoning – RE: Amended Plat of Schneider Subdivision**

Mr. Dillivan presented the amended plat for a partial vacation of Lot 7 and 10. Lot 7 will become Lot 107 (5.73 acres) and Lot 10 will become Lot 110 (5.08 acres) both will remain residential use, located ½ mile north of the City of Cody. The property is in RR-2 zoning and land uses are primarily residential. Agency referrals and conditions have been met and no public comments received. Staff recommends approval with one condition which was read into the record.

Commissioner Livingston moved to approve with staff recommendations, Commissioner Mangold seconded, motion carried.

**RESOLUTION 2023-23**

**Kim Dillivan, Park County Planning & Zoning – RE: Amended Plat of Eaglenest Ranch Subdivision**

Mr. Dillivan presented the amended plat for a partial vacation of Lot 18 and 19. Lot 18 will become Lot 118 (1.66 acres) and Lot 19 will become Lot 119 (2.07 acres) both will remain residential use, located 7.5 miles southwest of Powell. The property is in GR-P zoning and land uses are primarily residential. Agency referrals and conditions have been met and no public comments received. Staff recommends approval with one condition which was read into the record.

Commissioner Mangold moved to approve with staff recommendations, Commissioner Thiel seconded, motion carried. **RESOLUTION 2023-24**

**Shelly Waidelich, Executive Director, Cody Council on Aging – RE: Special Funding Request**

Ms. Waidelich gave an update on the happenings at the Senior Center. Federal and State grants are secured with the dollars the County donates and shows community support. The request for this year's special funding is \$55,000 and will be considered during the budget process.

**Joy Hill, Planning Director – RE: RFP for Update to Rules and Regulations**

Chairwoman Overfield stated she, and Ms. Hill reviewed tentative dates to put out the RFP to update the planning and zoning rules and regulations as soon as the planning and zoning commission certifies the land use plan.

Commissioner Livingston moved to release the RFP once planning and zoning certifies the Land Use Plan, Commissioner Mangold seconded.

Discussions continued regarding the interview committee make-up with two commissioners, two staff, one at large, one assessor staff, and someone interested from the community. Suggestions for at large were mentioned. More discussions will follow. Motion carried.

**Mary Louise Wood, UW Extension Educator, 4-H/Youth Development – RE: Special Funding Request**

Ms. Wood presented the request for this year’s special funding is \$7,000 and will be considered during the budget process.

**James Klessens, Cody Yellowstone Air Improvement Resources Group – RE: Special Funding Request**

Mr. Klessens stated CYAIR enhances and helps maintain commercial air service to Yellowstone Regional Airport. The request for this year’s special funding is \$30,000 and will be considered during the budget process.

**Shannon Votaw, Park County Court Supervised Treatment Program – RE: Special Funding Request**

Ms. Votaw gave an update of the program which is serving 24 individuals at this time. The request for this year’s special funding is \$12,000 and will be considered during the budget process.

**Brian Edwards, Park County Engineer, Public Works Department – RE: Review and Consider Staff Recommendation for Selection of CMAR Services Contractor for HVAC Upgrades/Replacements at the Park County Courthouse and Courthouse Addition**

Mr. Edwards stated proposal were opened at the last meeting. Both companies were interviewed and either one of the companies would do an outstanding job. Everyone scored the companies independently and then the scores were tallied, and Groathouse Construction came out on top.

Commissioner Livingston moved to award the bid to Groathouse Construction for CMAR services on the HVAC project, Commissioner Mangold seconded, discussions regarding county attorney approval and approving the contract at the June 6 meeting, Commissioner Livingston amended the motion to allow the chair to sign after approval from attorney’s office, Commissioner Mangold seconded the amendment, motion carried.

**Adjourn.**

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

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Dossie Overfield, Chairwoman

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Lloyd Thiel, Vice Chairman

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Lee Livingston, Commissioner

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Scott Mangold, Commissioner

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Scott Steward, Commissioner

Attest:

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Colleen Renner, County Clerk