

**Park County Board of County Commissioners**  
**Regular Meeting**  
Tuesday, November 7, 2023

Chairwoman Dossie Overfield called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, November 7, 2023. Present were Vice Chairman, Lloyd Thiel, Commissioners Lee Livingston, Scott Mangold, Scott Steward and Clerk Colleen Renner.

Hans Odde 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: minutes for 10/17/23 & 10/25/23; payroll for Elected officials in the amount of \$102,411.59 and \$710,844.01 with insurance; vouchers; Ads for January 2024 Board Appointments; approve and allow Chair to Sign Certificate of Final Completion for Long Building Technologies; Sign Willwood Agreement; Final Reconnaissance Report for Bridge Over Greybull River. Commissioner Steward seconded and the motion carried.

Payee	Amount
360 OFFICE SOLUTIONS	\$1,099.55
A & I DISTRIBUTORS	\$1,925.48
AIR CON REFRIGERATION	\$155.00
ALBERTSONS - SAFEWAY	\$399.72
AMERICAN COUNCIL ON CRIMINAL JUSTICE TRN	\$598.00
AT&T MOBILITY	\$2,240.35
AUS, REBECCA R	\$750.00
BALD RIDGE ENTERPRISES, LLC	\$70.84
BEAR CO., INC.	\$13,509.82
BIG BROTHERS BIG SISTERS OF NW WY	\$1,431.64
BIG HORN CO-OP MARKETING ASSN.	\$25.19
BIG HORN PRECAST	\$11,230.00
BIG HORN WHOLESALE, INC.	\$2,812.18
BIG VALLEY BEARING & SUPPLY, INC.	\$42.52
BILLINGS PETERBILT INC	\$2,741.33
BLACK BOX NETWORK SERVICES	\$2,700.00
BLACK HILLS ENERGY	\$964.16
BLAIR'S MARKET	\$62.91
BLAKEMAN PROPANE, INC.	\$239.12
BLATT, TIMOTHY J.	\$400.00
BOMGAARS	\$576.78
BORDER STATES ELECTRIC	\$336.50
CARING FOR POWELL ANIMALS	\$750.00
CAROLINA SOFTWARE	\$589.12
CDW GOVERNMENT, INC.	\$6,985.54
CENTURYLINK	\$5,232.12
CENTURYLINK BUSINES SERVICES	\$3.35
CHARM-TEX	\$922.34
CHARTER COMMUNICATIONS	\$443.08
CLERK OF DISTRICT COURT - JURY FEES	\$13,627.61
COCA COLA BOTTLING HIGH COUNTRY	\$67.00
CODY ACE HARDWARE	\$940.26
CODY COUNCIL ON AGING	\$13,750.00
CODY ENTERPRISE	\$1,725.36
CODY WINNELSON CO.	\$516.92
CODY YELLOWSTONE AIR	\$3,750.00
CODY, CITY OF	\$29,032.44
COOK MOVING & STORAGE	\$5,310.00
CORNETT, STARKIE	\$100.00
CORRECTIONAL HEALTHCARE COMPANIES, INC.	\$114,605.88
COWBOY LEGAL, LLC	\$120.00
CRAMER, JENNIFER	\$36.68
CRISIS INTERVENTION SERVICES	\$2,750.00
CRONK, BRENDA	\$72.05
CRUM ELECTRIC SUPPLY CO.	\$1,527.65
CTC TELECOMMUNICATIONS NETWORK CONSULT.	\$1,387.50

CUSTOM PRODUCTS CORPORATION	\$6,242.56
DARRAH, JOSEPH S.	\$613.08
EICHELE, LARRY	\$50.00
ELIAS, RONDA	\$83.60
ENGINEERING DESIGN ASSOCIATES	\$8,377.50
FASTENAL	\$889.77
FILENER CONSTRUCTION - RETAINAGE	\$18,668.65
FILENER CONSTRUCTION, INC.	\$168,017.85
FLOYD'S TRUCK CENTER	\$349.24
FORWARD CODY WYOMING, INC.	\$3,500.00
GALLS, LLC	\$45.75
GOODYEAR PRINTING	\$753.75
GRAINGER	\$73.21
GROATHOUSE CONSTRUCTION INC	\$443,901.00
GROATHOUSE CONSTRUCTION, RETAINAGE ACCT	\$23,363.00
GUERTIN, ANDREW	\$717.63
HARRIS TRUCKING & CONST., INC.	\$3,408.16
HATFIELD, JACK R. II	\$110.04
INTELLIPAY	\$1,254.00
IVERSON SANITATION	\$50.00
JOHN DEERE FINANCIAL	\$1,302.28
KEEGAN & KRISJANSONS, P.C.	\$237.75
KENCO SECURITY AND TECHNOLOGY	\$474.55
LOEPER, JESSICA	\$737.50
LONG BUILDING TECHNOLOGIES, INC.	\$8,718.00
MAJESTIC LUBE, INC.	\$240.15
MANNAHOUSE FOOD PANTRY	\$3,750.00
MARQUIS AWARDS & SPECIALTIES, INC	\$61.25
MASTER'S TOUCH, LLC	\$582.32
McKESSON MEDICAL SURGICAL	\$581.47
MEETEETSE SENIOR CENTER	\$2,500.00
MEETEETSE VISITOR CENTER	\$2,000.00
MEETEETSE, TOWN OF	\$125.00
METTLER-TOLEDO, LLC.	\$1,652.57
MIDWEST FENCE COMPANY	\$153.10
MILES, SARAH N.	\$400.00
MOUNTAIN WEST COMPUTER	\$20.96
MURDOCH OIL, INC.	\$54,193.54
MURDOCH'S RANCH & HOME POWELL	\$126.28
NEMONT	\$44.45
NEVILLE, MICHAEL	\$1,500.00
NICHOLSON DIRT CONTRACTING	\$83,435.00
NORCO, INC.	\$13.19
NORTHWEST COLLEGE	\$4,050.00
NORTHWEST RURAL WATER DISTRICT	\$160.75
OFFICE SHOP, THE	\$2,050.86
O'REILLY AUTO PARTS - CODY	\$130.83
O'REILLY AUTO PARTS - POWELL	\$47.27
PACHECO, RACHAEL M.	\$200.00
PARK CO COURT SUPERVISED TREATMENT PROG	\$3,000.00
PARK COUNTY 4-H COUNCIL	\$1,750.00
PARK COUNTY LANDFILL	\$20,000.00
PARK COUNTY TITLE	\$75.00
PETERBILT OF WYOMING	\$362.74
PFIZER INC.	\$2,464.18
POISON CREEK, INC	\$1,180.52
POWELL ACE HARDWARE, LLC	\$236.38
POWELL ECONOMIC PARTNERSHIP, INC.	\$3,500.00
POWELL LOCK	\$19.00
POWELL SENIOR CITIZENS AGO-GO, INC	\$13,750.00
POWELL TRIBUNE, INC.	\$126.00
POWELL VALLEY HEALTHCARE, INC.	\$6,342.50
POWELL VALLEY RECYCLING	\$625.00
POWELL, CITY OF	\$8,385.22
RIMROCK TIRE CO - CODY	\$4,752.36
ROCKY MOUNTAIN POWER	\$1,502.10
SANOFI PASTEUR, INC	\$431.03
SAUCEDA, DAVE	\$68.12
SAY WHERE STORAGE	\$765.00
SCHULTZ, AL	\$6,000.00
SHREVE, DON	\$354.36
SUMMERS, JOSH	\$312.18

SWEET AUTOMOTIVE INC.	\$21.38
SYSCO FOOD SERVICES OF MONTANA	\$2,629.31
TCT WEST, INC	\$9,030.87
THOMAS J. PILCH, PE, PG, INC., P.C.	\$6,000.00
THOMAS, CATHERINE	\$76.48
THOMPSON REUTERS - WEST	\$915.06
TRACTOR & EQUIPMENT CO	\$157.22
TREVATHAN, SABRINA RDR	\$2,250.00
TRI STATE TRUCK & EQUIP, INC	\$25,757.18
TRIPLE L SALES	\$29.57
TRUENORTH STEEL	\$3,866.64
TURNER, CAROLINE	\$2,377.73
TW ENTERPRISES, INC.	\$1,561.85
TYLER TECHNOLOGIES, INC.	\$1,500.00
UPS STORE, THE	\$15.19
UW EXTENSION	\$6,582.00
VERIZON WIRELESS	\$52.91
VISION WEST, INC.	\$812.00
WAL MART COMMUNITY/GEMB	\$877.64
WHITLOCK MOTORS	\$1,845.30
WILLIAMS & SONS, LLC	\$2,775.00
WOODWARD TRACTOR & RENTAL, INC	\$749.31
WPCI CONSULTANTS, INC.	\$400.00
WYOMING COUNTY COMMISSIONERS ASSN	\$25,159.00
WYOMING DEP. OF WORKFORCE SERVICES	\$5,162.26
WYOMING DEPARTMENT OF EMPLOYMENT	\$206.08
WYOMING DEPARTMENT OF HEALTH	\$33,630.15
WYOMING FIRE SAFETY, LC	\$468.00
WYOMING FIRE SAFETY, LC.	\$1,642.00
WYOMING INFORMATION TECHNOLOGY DIV	\$134.37
WYOMING STATE PUBLIC DEFENDER	\$400.00
YELLOWSTONE BEHAVIORAL HEALTH	\$12,500.00
YELLOWSTONE MOTORS	\$120.40
YOUTH CLUBS OF PARK COUNTY	\$9,339.96
ZISKA, SARAH	\$408.72
<b>TOTAL</b>	<b><u>\$1,333,969.12</u></b>

**Hans Odde and Kari Smith, Deputy Clerks – RE: Public Hearing: DAC LLC  
New Full Retail Liquor License**

Chairwoman Overfield opened the public hearing.

Hans Odde, First Deputy Clerk and Kari Smith, Second Deputy presented the liquor license application for DAC LLC Mountain Liquor located at 5066 Hwy 120 between the Meeteetse town shop and WYDOT shop south of Meeteetse. The applicant is requesting a full retail liquor license at a location that has no county issued address currently. A 16’ x 40’ cabin style skid building is planned for a retail sales space. DAC LLC has a lease agreement for a parcel of the land presently owned by Hogg’s Black Diamond Cattle, LP. The State Liquor Division has reviewed the application and needs documentation on the address and financial statements.

After questions from the Board Chairwoman Overfield called for public comments. Applicant, Mr. Taylor stated he is working on the lease agreement and an address. Commissioner Livingston made a motion to continue the public hearing to December 19, 2023, at 9:35 a.m., Commissioner Thiel seconded, motion carried.

**Kim Dillivan, Planning & Zoning Assistant Director – RE: Wollschlager  
Consideration of Penalties**

Mr. Dillivan presented the history of the property at 1307 Lane 10 and the junk vehicles and nuisances on the property. The property has been investigated since 2022 and by December 1, 2022, there have been no significant efforts to clean up the property.

A letter dated October 13, 2023, stated the Commissioners would consider penalties relating to the violations. There were also violations with DEQ regarding the barrels of petroleum products on the land. Commissioner Steward questioned if there was a salvage license to the facility. Ms. Hill stated none have been brought to the County’s attention.

Mr. Wollschlager made comments on his health, the renter and several individuals who are helping him work to clean up the property.

After discussions about how to move forward Commissioner Mangold made a motion to delay the \$750 per day penalties for 60 days and the owner must show progress of cleaning up the property moving forward. Commissioner Livingston seconded motion carried.

**Joy Hill, Planning Director – RE: Public Hearing: FP 8-23 W Bar F Enterprises LP**

Ms. Hill stated Becky Westbrook submitted a Floodplain Development Permit Application to complete a streambank stabilization and landscaping project along the north bank of the North Fork of the Shoshone River. The residence is 20 ft from the site of the proposed masonry landscaping wall which will be constructed outside of high-water season. Neighboring properties are residential and agricultural. Public notices and agency referrals were met, and no public comments received. Staff recommended approval with six conditions read into the record.

Commissioner Mangold made a motion to approve the flood plain with staff recommendations as presented, Commissioner Livingston seconded, motion carried. **RESOLUTION 2023-60**

**Kim Dillivan, Planning & Zoning Assistant Director – RE: Adaline Estates Extension Request**

Mr. Dillivan is requesting an extension for Justin Joy as supply issues, weather and workload has prevented him from completing the improvements on the irrigation line and shared driveway. The required improvements were to be completed within 18 months. Staff recommends approval with four conditions that were read into the record.

After discussion with regards to the conditions, Commissioner Mangold made a motion to approve the expiration date to May 17, 2024, with no other conditions, Commissioner Livingston seconded, Commissioner Steward questioned the irrigation line, Mr. Dillivan stated that those conditions are still in the first resolution approved. Motion carried. **RESOLUTION 2023-61**

**Brian Edwards, Engineer, Public Works Department – RE: Purchase Award for Motor Graders for R&B Division**

Mr. Edwards discussed the bids received for motor graders and options from Honnen and T & E. After discussions on buy-back, tires, and warranties Mr. Edwards recommends purchasing four new graders from T&E for a total price of \$1,584,741.48. Commissioner Thiel moved to accept the recommendation for four new motor graders in the amount of \$1,584,741.48, Commissioner Livingston seconded, motion carried.

**Brian Edwards, Engineer, Public Works Department – RE: Bid Opening for 2024 Articulating 4WD Wheel Loader**

Mr. Edwards stated two bids were received for the new loader for the landfill in Cody.

T&E bid a Caterpillar 950 with options and trade for a total net price of \$358,077.85 and an expected delivery date of May 2024.

Honnen bid a John Deere 644P of \$361,846.51 with no options and an expected delivery date of April 2024.

Mr. Edwards will do a side-by-side comparison and make a recommendation at the next meeting.

**Kim Dillivan, Planning & Zoning Assistant Director – RE: Flowers SS-295 Final Plat**

Mr. Dillivan presented the final plat application for Mary Flowers requesting approval of a two-lot subdivision. Lot 1 will be 2.40-acres and Lot 2 1.53-acres for residential use in the Cody Local planning area. Northwest Rural Water will serve both lots but is unable to obtain public sewer unless the property is annexed into

the city. Notices and agency referrals have been met and no public comments received. Staff recommends approval with three conditions read into the record.

Commissioner Livingston made a motion to approve with conditions as presented, Commissioner Mangold seconded, motion carried. **RESOLUTION 2023-62**

**Executive Session.**

Commissioner Mangold made a motion to enter executive session pursuant to W.S. § 16-4-405 (a) (iii), Commissioner Livingston seconded, and motion carried.

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

**Executive Session.**

Commissioner Mangold made a motion to enter executive session pursuant to W.S. § 16-4-405 (a) (ii), Commissioner Livingston seconded, and motion carried.

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

**Commissioners – RE: Award Contract for Standard and Regulation Updates**

Chairwoman Overfield stated a committee was tasked with reviewing the Request for Proposals to develop new regulations. The members were Commissioners Thiel and Overfield, Duncan Bonine, Brian Edwards, Travis Ball, Rebekah Burns and Jerry Thompson. The committee reviewed the proposals, conducted interviews and reference checks and recommends Logan Simpson, Clarion & Associates and Y2 in that order.

After discussion and clarification on a few details, Commissioner Livingston made a motion to accept the committee's recommendation and award Logan Simpson the contract, Commissioner Mangold seconded, motion carried.

**Library Board – RE: Powell Library**

Pat Stuart gave an update on construction discussions with possible solutions after Johnson Architects were hired to provide recommendations on possible renovation or building a new structure. The library has applied for a \$12.5 million grant from the State which will be awarded in January 2024. GSG and Johnson may move forward once the amount awarded is known.

Chairwoman Overfield clarified that the County Attorney is looking at the current Request for Proposal in place to verify if the County can continue moving forward with that document. Commissioners questioned competition from other entities requesting this grant, leaving the library in place on city land, fees and hookups with City of Powell, schools, city, chamber, and real estate are all behind this project. A decision on the project moving forward will be made once the grant is awarded.

**William Wood, Events Coordinator – RE: Updated Rental Agreement**

Mr. Wood presented proposed facility use application and rate increases for the Fairground facilities. Mr. Wood reached out to similar facilities within the state to compare charges. The Board would like to also have comparisons for our local area and what the private industry charges. The Board would like to see these increases take place over a period and not such a large increase immediately. Chairman Livingston asked about the Coggins test and would that also relate to fair participants and should that be discussed with the Fair Advisory Board. Mr. Woods will do more research and report again.

**Dane Hopkin, Professional Engineer, Elevation Structural Design – RE: Complex Study**

Chairwoman Overfield stated a group came before the board requesting a feasibility study of the County Complex to potentially be used for a Convention Center that could host conferences with 500 or fewer participants. Mr. Hopkin

stated three things were reviewed: existing documents showing how the building was constructed, a visual analysis to spot signs of distress and what would be required to bring that area up to code. Mr. Hopkin stated the building is in good shape, shows no signs of distress and meets current code for structure. The layout would be one large room, but columns would need to be put in place for stability.

Mayor Hall thanked the Board for having this study completed and would like to put a committee in place to see if the usage for other conventions and the needs within our communities might be out there. Commissioner Livingston will represent the County.

**Darrell Steward, Sheriff – RE: Bid Opening for Three Trucks for Sheriff’s Department**

Sheriff Steward stated two bids were received from Fremont Motor and Denny Menholt.

Fremont Motor bid three 2024 F-150 Fords for a total of \$114,430.00 with trade.

Denny Menholt bid three 2024 Chevy Silverado’s for a total of \$97,889 with trade.

After discussions on delivery times Commissioner Livingston made a motion to accept the bid from Denny Menholt with the bid price \$97,889, Commissioner Thiel seconded, motion carried.

**Commissioners and Planning & Zoning Commission – RE: Land Use Plan**

Chairwoman Overfield outlined questions and concerns that were discussed at the Special Meeting with the Planning & Zoning Commission which are also present today for clarification purposes and get a consensus on what to send to the consultant.

There was significant discussion regarding the big game overlay, conservation areas, agriculture, and finalizing other changes.

Chairwoman Overfield will now move forward with an outline of work completed today and submit it to the consultants for a redline version to once again be put out for public comments. It will then be given 30-day notice for public hearing for Planning and Zoning and then a 45-day notice for public hearing prior to the Board’s approval.

**Adjourn.**

Commissioner Steward moved to adjourn, Commissioner Livingston 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