

**Park County Board of County Commissioners**  
**Regular Meeting**  
Tuesday, March 4, 2025

Chairwoman Dossie Overfield called to order a regular meeting of the Board of County Commissioners of Park County, Wyoming, on Tuesday, March 4, 2025. Present were Vice Chairman, Lloyd Thiel, Commissioners Scott Mangold, Kelly Simone and Scott Steward and First Deputy County Clerk Hans Odde.

Trever Kattenhorn led the audience in the pledge of allegiance.

**Park County Commissioners**

**Consent Agenda:**

Commissioner Steward made a motion to approve the following consent agenda items. Minutes: 2/18/25 & 2/25/25; Payroll – elected officials \$103,342.65 & regular bi-weekly \$771,457.50; Vouchers - \$583,283.34 and Park County Library Foundation's Request for their annual Fundraising Event.

Commissioner Thiel seconded and the motion carried.

<u>Payee</u>	<u>Amount</u>
ALBERTSONS - SAFEWAY	\$722.38
AT&T MOBILITY	\$2,497.67
AUTO PLUMBERS EXHAUST	\$5,000.00
BALD RIDGE ENTERPRISES, LLC	\$84.56
BIG HORN WHOLESALE, INC.	\$1,655.73
BLACK HILLS ENERGY	\$3,180.71
BLACK, WARREN	\$62.60
BLAKEMAN PROPANE, INC.	\$1,564.80
BLATT, TIMOTHY J.	\$780.00
BOBCAT OF THE BIG HORN BASIN, LLC	\$26,334.65
BOMGAARS	\$628.20
BONINE, DUNCAN	\$104.40
BRANDON-WINTERMOTE, KIMBERLY	\$93.20
CARQUEST AUTO PARTS - #064250	\$59.94
CDW GOVERNMENT, INC.	\$4,101.35
CHARM-TEX	\$453.00
COCA COLA BOTTLING HIGH COUNTRY	\$48.00
CODY ACE HARDWARE	\$186.52
CODY ENTERPRISE	\$840.00
CODY, CITY OF	\$22,771.43
CRUM ELECTRIC SUPPLY CO.	\$793.16
CUSTOM PRODUCTS CORPORATION	\$1,207.79
DELL MARKETING L.P., C/O DELL USA L.P.	\$313.55
DENNY MENHOLT CHEVROLET BUICK GMC	\$523.29
EASTMAN, GUY	\$94.60
EATON SALES & SERVICE, LLC	\$2,456.84
ELECTRICAL ALLY, INC.	\$180.60
FASTENAL	\$325.38
FLOYD'S TRUCK CENTER	\$263.23
FREMONT MOTOR CODY, INC.	\$26.34
FREMONT MOTOR POWELL, INC.	\$316.83
FULL DRAW CONSTRUCTION	\$7,617.60
GALLS, LLC	\$280.84
GOODYEAR PRINTING	\$1,308.42
GROATHOUSE CONSTRUCTION INC	\$374,292.00
GROATHOUSE CONSTRUCTION, RETAINAGE ACCT	\$2,655.95
GROATHOUSE CONSTRUCTION, RETAINAGE ACCT	\$17,043.63
ISTATE TRUCK CENTERS	\$494.76
IVERSON SANITATION	\$500.00
JOHNSONS' OIL & WATER SERVICE, LLC.	\$2,500.00
K-B COMMERCIAL PRODUCTS	\$2,233.05
KEELE SANITATION	\$650.00
KENCO SECURITY AND TECHNOLOGY	\$560.80
LAWSON PRODUCTS, INC.	\$340.46
LISAC'S TIRE BILLINGS	\$2,006.26
LOGAN SIMPSON	\$23,414.00
MASTER'S TOUCH, LLC	\$857.16
MID-AMERICAN RESEARCH CHEMICAL	\$778.00

MONTANA-DAKOTA UTILITIES CO.	\$399.00
MORRISON MAIERLE INC	\$3,147.00
MURDOCH OIL, INC.	\$24,308.09
MURDOCH'S RANCH & HOME POWELL	\$97.74
NEWEGG BUSINESS, INC.	\$478.17
NORTHWEST RURAL WATER DISTRICT	\$101.00
OFFICE SHOP, THE	\$2,481.42
O'REILLY AUTO PARTS - CODY	\$270.16
PETERS, BRIAN	\$93.20
POISON CREEK, INC	\$1,776.77
POWELL ACE HARDWARE, LLC	\$214.96
POWELL LOCK	\$376.00
POWELL WELDING AND INDUSTRIAL SUPPLY LLC	\$615.75
POWELL, CITY OF	\$6,299.76
QUILL CORPORATION	\$588.82
ROCKY MOUNTAIN POWER	\$3,317.87
SERNA, FELIPE	\$214.94
SHERWIN-WILLIAMS STORE - CODY	\$29.95
STAPLES INC.	\$9.89
STEWART, SCOTT	\$266.70
SUMMERS, JOSH	\$132.90
SWEET AUTOMOTIVE INC.	\$71.90
SYSCO FOOD SERVICES OF MONTANA	\$1,391.23
TRACTOR & EQUIPMENT CO	\$1,009.33
TRI STATE TRUCK & EQUIP, INC	\$3,771.55
TRIPLE L SALES	\$1,000.14
UPS STORE, THE	\$84.27
UW EXTENSION	\$509.66
VEHICLE LIGHTING SOLUTIONS, INC.	\$4,918.12
VERIZON WIRELESS	\$50.04
VISION WEST, INC.	\$90.00
WAL MART COMMUNITY/GEMB	\$651.97
WAYNE'S BOOT SHOP	\$435.00
WILDER PERFORMANCE LLC	\$57.75
WILLIAMS & SONS, LLC	\$6,191.91
YELLOWSTONE MOTORS	\$2,626.70
<b>TOTAL</b>	<b><u><u>\$583,283.34</u></u></b>

**Park County Commissioners**

**Re: Development, Regulations and Standards Update**

Chairwoman Overfield stated that one work session on DSR 1 is complete and there will be another one tomorrow afternoon March 5, 2025 in the Alternate EOC Room of the Courthouse to discuss Chapters 1 & 2 as well as the formation of a technical committee. During this meeting there will be a review of the public and written comments received so far in the process. The first series of open houses on DSR 2 is finished and the second round will be complete this week.

**Jenny Cramer, Park County Planning and Zoning**

**Re: Public Hearing: Review of Froehlich Trucking SUP-269**

Chairwoman Overfield opened the public hearing and Ms. Cramer explained that Shannon and Mandy Froehlich are requesting a Special Use Permit to operate an owner/operator trucking company and mechanic shop located at 248 Lane 10, Powell. They are proposing a 4,000 sq-ft shop building on approximately four acres within a nine-acre parcel. The applicant has four semi-truck trailers that will be stored outdoors and proposes minimal outdoor storage of vehicles or farm implements to be repaired. The applicant will also construct a residence and live onsite. No public comments have been received and all agency notices have been met. Staff recommends approval with conditions as noted in the proposed resolution.

Commissioner Steward made a motion to close the public hearing. Commissioner Mangold second and the motion carried.

Commissioner Thiel asked for clarification on the condition that limits the number of employees. Ms. Cramer reported that the limitation is spelled out in the definition of cottage industry in the current P&Z regulations. Commissioner Thiel would like to amend

condition number one to state that the number of employees “on site” would be limited to five.

Commissioner Steward made a motion to approve SUP-268 as presented with conditions listed and condition number one amended to “five on site employees”. Commissioner Simone seconded and the motion carried. **Resolution 2025-10**

**Trever Kattenhorn, Buildings and Grounds Superintendent**

**Re: Opening Sealed Bids for Yard Machine with Snow Removal Equipment**

Mr. Kattenhorn opened bids for a new yard machine and snow removal equipment. Three vendors submitted bids.

- C&B Operations submitted two bids - \$50,000.00 & \$52,180.00
- Bobcat of the Big Horn Basin submitted three bids - \$58,256.10; \$91,338.82 & \$96,213.84
- Heart Mountain Equipment submitted two bids - \$46,417.02 & \$43,043.97

Mr. Kattenhorn will review the bids and return later in the meeting with a recommendation.

**Jenny Cramer, Park County Planning and Zoning**

**Re: Public Hearing: Review of Mountain View Kennel SUP-271**

Chairwoman Overfield opened the public hearing and Ms. Cramer explained that Rudy Yoder has applied for a Special Use Permit to operate a dog breeding kennel in a 640-sq.ft. building that consists of eight 4’x6’ indoor kennels. Each indoor kennel will have access to a 6’x6’ outdoor kennel and the applicant plans to construct an enclosed 2,200-sq.ft. exercise area around the building for the dogs. Mr. Yoder’s property is 4.5 miles southeast of Powell, at 1173 Road 4 is in the general rural Powell zoning area and the majority of his 80-acre parcel is in ag production. There will be no retail sales from the property only breeding and whelping. P&Z staff recommends approval with conditions.

Road 4 resident Clay Dietz offered that the proposal may create more dust from additional traffic and that he would like Mr. Yoder to erect a noise barrier type fence. Mr. Dietz also inquired who would enforce any conditions and Chairwoman Overfield stated that complaints would have to be made to the P&Z office, and they would then follow up. Martin Summers also testified regarding his concern for additional traffic and dust generated from the business.

Commissioner Thiel made a motion to close the public hearing. Commissioner Simone seconded and the motion carried.

Commissioner Mangold made a motion to approve Mountain View Kennel SUP-271 with conditions as presented. Commissioner Steward seconded and the motion carried. **Resolution 2025-11**

**Jenny Cramer, Park County Planning and Zoning**

**Re: Public Hearing: Umphlett Variance Request**

Chairwoman Overfield opened the public hearing and Ms. Cramer explained that Jeff Umphlett is requesting a variance to the land use regulation that prohibits accessory housing units on parcels less than one acre in size. His property at 5575 Greybull Highway was originally platted in a subdivision as a full one-acre parcel however in 2003 .03 acre was granted to the Wyoming Highway Department making the parcel now .97 acre. Mr. Umphlett is also requesting that the variance, if granted, be approved without an expiration date because he doesn’t have immediate plans to build but wants to be able to act quickly if the opportunity presents itself. Mr. Umphlett acknowledged that he knew the parcel was under one acre when he purchased it and that if it remained as originally platted that he would not need to request a variance.

Commissioner Steward made a motion to close the public hearing. Commissioner Thiel seconded and the motion carried.

The Commissioners discussed granting the variance for longer than one year, encumbering future boards by doing so, setting a precedent and the cause being no fault of the owner.

Commissioner Mangold made a motion to approve the request for a variance on the accessory housing unit, change the staff recommendation number 1 from a period of one year to a period of two years to expiration of the variance and retain the remainder of the staff recommendations. Commissioner Thiel seconded and the motion carried.  
**Resolution 2025-12**

**Jenny Cramer, Park County Planning and Zoning**

**Re: Adobe Flats MS-85 Final Plat Review**

Ms. Cramer reported the applicants, Ric Rodriguez LLC request approval of the Final Plat of Adobe Flats MS-85, a subdivision consisting of one 18.18-acre lot, for residential use. Creation of this subdivision will result in an approximately 129.86-acre remainder parcel.

Commissioner Mangold made a motion to approve the Adobe Flats MS-85 Final Plat with staff recommended conditions. Commissioner Simone seconded and the motion carried.

**Resolution 2025-13**

**Jenny Cramer, Park County Planning and Zoning**

**Re: Amended Plat of Fry SS-207 (Lots 1 & 2)**

Ms. Cramer presented an Amended Plat Application from Earl Melton (owner of Lot 1) of Fry SS-207 and a draft amended plat. The application was also signed by the owner of Lot 2. A revised amended plat and application requests approval of a boundary line adjustment between Lot 1 and Lot 2 of Fry SS-207, resulting in the vacation of original designs of Lot 1 (9.68 acres) and Lot 2 (4.86 acres) and their reconfiguration to Lot 101 (10.11 acres) and Lot 102 (4.43 acres). The property is 4.5 miles southwest of Powell, Lot 1 is addressed as 112 Clark Ave., and Lot 2 is addressed as 108 Clark Ave., Powell. No Public hearing is required, and P&Z staff recommends approval with conditions.

Commissioner Thiel made a motion to approve the amended plat of Fry SS-207 as presented and with the stated conditions. Commissioner Steward seconded and the motion carried.

**Park County Commissioners**

**Re: State of Wyoming Request for 5 Year Term Lease for Public Defenders Office**

Commissioner Mangold made a motion to approve State of Wyoming Request for 5 Year Term Lease for Public Defenders Office and update the contact information within the lease. Commissioner Steward seconded and the motion carried.

**Park County Commissioners**

**Re: Review Registered Non-Profits Fee Schedule**

Chairwoman Overfield reminded the board that there had been discussion in the past regarding the fee schedule for non-profits with a 501c3 designation who are applying for Special Use Permits for fund raising purposes from the Planning & Zoning Department. The proposal is to grant a 50% reduction in the \$350 fee.

Commissioner Simone moved to approve the 50% reduction in the standard \$350 SUP application fee for organizations registered with the Wyoming Secretary of State as a 501c3. Commissioner Steward seconded and the motion carried 4-1 with Commissioner Thiel voting no.

**Trever Kattenhorn, Buildings and Grounds Superintendent**

**Re: Consider Staff Recommendations on Yard Machine with Snow Removal Equipment**

Mr. Kattenhorn reviewed the six bids received for a yard machine and snow removal equipment and recommends awarding the bid to Heart Mountain Equipment in the amount of \$43,043.97.

Commissioner Simone made a motion to award the bid to Heart Mountain Equipment as presented. Commissioner Steward seconded and the motion carried.

**Retirement Recognition Mike Connors**

The Commissioners, law enforcement, county employees, friends and family honored Mike Conners for his 36 years of service to Park County.

**Jenny Cramer, Park County Planning and Zoning**

**Re: Consideration of Extension to the Martin SS-317 Sketch Plan Approval**

Ms. Cramer explained Mike Martin is requesting an extension to his Martin SS-317 Sketch Plan. Sketch plans are valid for a period of one year and during that time frame the subdivision should be finalized. Mr. Martin experienced issues with water rights that held up his process.

Commissioner Thiel made a motion to grant a six-month extension to finalize the Martin SS-317 Sketch Plan. Commissioner Simone seconded and the motion carried.

**Brian Edwards, Park County Engineer**

**Re: Project Closeout – Phase 2 Cell Construction at the Park County Regional Landfill – Consider request to release retainage funds held on behalf of Nicholson Dirt Contracting**

Mr. Edwards reported that all lien wavers have been received and the proper public notices have been published on the recently completed Phase 2 Landfill Cell construction project. Mr. Edwards requested that the commissioners consider releasing the remainder of the retainage and any accrued interest to the prime contractor Nicholson Dirt Contracting.

Commissioner Steward made a motion to release retainage held in the amount of \$52,463.70 plus any accrued interest to Nicholson Dirt Contracting. Commissioner Mangold seconded and the motion carried.

**Terry Call, Park County Assessor**

**Re: Job Description Discussion**

County Assessor Call presented a plan to the commissioners to realign some of the job duties, descriptions and pay in the office to better reflect what each staff member is doing. The plan will not increase the assessor's office salary budget and will eliminate one full time position at this time.

Commissioner Mangold made a motion to approve Assessor Call's plan as presented. Commissioner Thiel seconded and the motion carried.

**Adjourn.**

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

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Dossie Overfield, Chairwoman

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Lloyd Thiel, Vice Chairman

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Scott Mangold, Commissioner

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Kelly Simone, Commissioner

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Scott Steward, Commissioner

Attest:

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Hans Odde  
1<sup>st</sup> Deputy County Clerk