

## **BIG HORN COUNTY COMMISSIONERS' MINUTES**

**DATE TIME AND PLACE:** The Board of County Commissioners of Big Horn County, Wyoming, met in regular session on June 1 & 2, 2010. The meetings were called to order beginning with the Pledge of Allegiance at 9:00 a.m. at the office of the board of county commissioners in the Basin courthouse.

**BOARD MEMBERS PRESENT:** Thomas S. Hinman, chairman; Keith Grant, Jerold S. Ewen, members; and Dori Noyes, county clerk and clerk of the board

Jerry Denniston and Rod Wambeke, road and bridge; William Bridges, Pryor Mountain Engineering; and Jim Hallman, deputy county attorney, met to discuss road and engineering issues. Jerry Denniston reported that the estimate to repair the Kenworth truck recently involved in a horse accident was \$13,000.00 and to inform the commissioners that a replacement the truck would cost approximately \$40,000.00. Commissioners asked Jerry Denniston to check the frame of the truck to see if it was bent before they would make a decision regarding repair or replacement. Dori Noyes, county clerk, researched the county's insurance, discovering that the county did not purchase insurance that would cover leasing a truck while a truck is being fixed. William agreed to contact the landowner who, without first obtaining an easement, cut into the county road to replace a water tap in Shell. They also discussed the Crystal Creek Bridge project. Commissioners asked Jim Hallman to look into the statute of limitations for issuing a citation to the company that broke the bridge. They also asked Jim to contact the sheriff about issuing a citation to the company who broke the bridge with an over weight vehicle. This citation would need to be issued prior to litigation. ***Commissioner Grant made a motion, seconded by Commissioner Ewen and carried, to order a bridge for the Crystal Creek Bridge project.*** William said weight limit signs were to be put up on Lane 38 and he will need to look into it further.

Jim Raffl and Fred Werner of the maintenance department met with the commissioners to present bids for the window project in the courthouse additions. Upon recommendation by Jim Raffl, ***Commissioner Grant made a motion, seconded by Commissioner Ewen and carried, to approve the low bid of \$49,990.00 to J Van Construction for the window project and the additions to the courthouse.*** A contract is being drafted by the county attorney's office. The maintenance department reported to the commissioners that the elevator repair project was still ongoing.

William Bridges, Pryor Mountain Engineering, was asked by Linda Harp to provide oversight of the Hyattville Community Center regarding its grant. The engineer for the project will supply William Bridges with bidding documents for review of compliancy. William will do a monthly walk-through as the project goes forth. William also contacted Wilford Brimley regarding the Davis Lane road re-alignment project. Wilford has expressed concerns regarding allowing the project to proceed and advised William to contact his attorney, Scott McColloch, for further direction on the project. William also presented license applications for review. ***Commissioner Ewen made and amended a motion, seconded and amended by Commissioner Grant and carried, to approve applications for permits to construct access driveways and also utility license application as follows:***

- Application for construction of an access driveway for Jack Carpenter for a gravel surface at T.S. 56N. R. 96W. Section 15 Road 12
- Application for construction of an access driveway for Myron Cook for a gravel surface at T.S. 51, R. 96, Section 17, Road 8
- Utility license for Ray B. and Eileen E. Fink for the installation of electricity, gas and water located in T.S. 56 R. 96, Sec. 24, Road 12 ½
- Utility license for Jones Brothers Enterprises for the installation of a 19" plastic culvert located at T.S. 52 R. 95, Lane 39, Sec. 32.

William said the draft of the new utility license application was still at the attorney's office for review.

Deb Cook, sheriff's deputy, met with the commissioner to present a contract to consider. ***Commissioner Ewen made a motion, seconded with Commissioner Grant and carried, to approve a professional services contract between the State of Wyoming, Department of Corrections and Big Horn County for housing Wyoming inmates in Big Horn County Jail. This contract sets forth the respective rights and duties of the parties and other terms and conditions for the placement of inmates. The term begins July 1, 2010, and is effective through June 30, 2011.***

Commissioner Hinman called for a break at 10:25 a.m. and called for regular session at 10:35 a.m.

***Commissioner Ewen made a motion, seconded by Commissioner Grant and carried, to approve the following transfer of funds resolution:***

**RESOLUTION 2009-2010 T.F. # 13 Date: June 1, 2010**

**WHEREAS**, it appears that by reason of unexpected requirements not reasonably foreseeable at the time the **2009-2010** budgets was adopted, it will be necessary to transfer funds to the following budget:

\$23,333.00 from Cash Reserve 10-4-951-980-000 to 81-4-502-631-000 North Airport Aviation Fuel

\$11,667.00 from Cash Reserve 10-4-951-980-000 to 81-4-501-631-000 South Airport Fuel Purchases

\$6,000.00 from Cash Reserve 10-4-951-980-000 to 10-4-261-370-000 Autopsy, Jurors and Witness Fees

**AND WHEREAS**, due notice of the intention to make such transfer has been published as required by law, no objections have been made thereto;

**BE IT THEREFORE RESOLVED** that the amount be transferred to the funds designated.

**Dated this June 1, 2010**

Board of County Commissioners

Big Horn County, Wyoming

/s Thomas S. Hinman, Chairman

/s Keith M. Grant, Member

/s Jerold S. Ewen, Member

Attest:

/s Dori Noyes

County Clerk, Clerk of the Board

***Commissioner Ewen made a motion, seconded by Commissioner Grant and carried, to approve the commissioners' minutes for May 18, 2010.***

Cammy, Cache and Drayton Griffin, Melanie Stricker, and Megan and Sean Foote met with the commissioners to discuss the purchase of a 4-H shooting sports trailer. Dori Noyes, county clerk, offered to push the invoice through the county billing process for June 2, 2010, which will be paid directly to the trailer dealership. The clerk looked into the cost of insurance for the trailer. The title will be put in the county's name and added to the county insurance. The 4-Hers told the commissioners about their successes with the shooting sports program.

***Commissioner Grant made a motion, seconded by Commissioner Ewen and carried, to sign the first addendum to December 15, 1987 lease agreement between the BLM and the Lovell Rod and Gun Club. The agreement has been approved for form by the county attorney.***

Dori Noyes, county clerk, presented a 24-hour catering permit for approval.

***Commissioner Ewen made a motion, seconded by Commissioner Grant and carried, to***

***approve a 24-hour catering permit to Dirty Annie's for August 13<sup>th</sup> and 14<sup>th</sup>, 2010, to cater the Hands Across the Saddle event to be held at Brimley's Arena in Greybull.***

***Commissioner Ewen made a motion, seconded by Commissioner Grant and carried, to adjourn for lunch at 11:50 a.m. Commission Chairman Thomas S. Hinman called for regular session at 1:00 p.m.***

Brandy Davison presented a VOA grant application for signatures. This application was approved at an earlier date but required new signatures due to some minor changes which were made to the application form.

Ron Huff, Shelby Carlson, Doug Jensen, Cody Beers and Keith Compton, all from WYDOT; Brian Dickson, William Bridges, Frank Page, Dowl HKM, Kenneth Hockley, Sue Anderson, Linda Harp and Karla Pomeroy met with the commissioners to report to the commissioner and ask for their input regarding State Highway projects planned for construction in Big Horn County. They also asked for information from the commissioners relative to aspects of community development and local planning that will impact the state transportation system.

Commissioners received a letter from Michael Scherman regarding irrigation water and easement conflicts between he and a neighbor. Commissioners agreed that this is a civil matter between neighbors that should involve the State Engineer. They did not take action at this time.

Linda Harp of grants administration presented RFRs to be signed that would finish up the GEY-06A monies for airport projects. ***Commissioner Ewen made a motion to sign the requests for reimbursements, seconded by Commissioner Grant and carried.***

***Commissioner Ewen made a motion, seconded by Commissioner Grant and carried, to sign amendment number one to ARRA-SEP Facility Energy Efficient Grant agreement between the Wyoming Business Council, Business and Industry Division, State Energy Office and Big Horn County.*** The purpose of this grant agreement is to revise Attachment A, thereby removing contingencies for the project and revising the amounts for the remaining items. The total amount will be the same and no budget adjustment will be necessary.

***Commissioner Grant made a motion, seconded by Commissioner Ewen and carried, to award the commissioners' renewal scholarship to Adam L. Alvarado. The alternate scholarship will go to Cassy Cowan.***

***Commissioner Ewen made a motion, seconded by Commissioner Grant and carried, to approve the WIC contract which will begin July 1, 2010, and expire December 31, 2011, in the amount of \$83,886.00. This contract is 100% funded and is already included in the budget.***

***Commissioner Ewen made a motion, seconded by Commissioner Grant and carried, to approve the agreement between The Big Horn County Sheriff's department and Big Horn County School District No. 1 of Cowley. This contract supports a liaison officer for the school and expires June 30, 2013.***

***Commissioner Ewen made a motion, seconded by Commissioner Grant and carried, to go into executive session on personnel issues at 4:00 p.m.*** Those present were: Commissioners Hinman, Grant and Ewen; Dori Noyes, county clerk; Jim Hallman and Georgia Antley Hunt, county attorney's office. ***Commissioner Hinman called for regular session at 4:10 PM and no action was taken..***

***Commissioner Ewen made a motion, seconded by Commissioner Grant and carried, to adjourn at 4:30 PM.***

***Session was reconvened at 9:00 AM on June 3, 2010***

Bob Decker met with the commissioners to discuss insurance and give a brief overview of his findings regarding the county employee health insurance. He suggested putting together a management team for the review of health insurance and presented a proposal to offer his services as a consultant to assist the process.

Gwen Nelson and Carol Willard, clerk's deputies, met with the commissioners to present the bills and payroll for approval. **Commissioner Ewen made a motion, seconded by Commissioner Grant and carried, to allow the bills and payroll as presented.** The following bills were presented, audited, approved by motion and warrants ordered, issued in payment of same: ADMINISTRATIVE BUSINESS OFFICE 4,767.00 / AIR PETRO CORP. 37,442.46 / ALSCO 41.98 / BOB BARKER COMPANY, INC. 1,039.15 / BASIN MECHANICAL, INC. 602.80 / BASIN PHARMACY 1,309.87 / BASIN REPUBLICAN RUSTLER 1,402.33 / BASIN REPUBLICAN RUSTLER 97.50 / TOWN OF BASIN 6,713.76 / BIG HORN COUNTY WEED & PEST CONTROL 75.00 / LINDA BOYCE 2,151.75 / CARDINAL HEALTH 1,240.30 / CARQUEST AUTO PARTS 196.96 / JANE CHAVIRA 19.77 / CK HARDWARE 43.88 / CMI-TECO 140.68 / CODY OVERHEAD DOOR CO. 1,303.72 / COMMERCIAL SERVICE HVAC 269.50 / KIM COWAN 44.50 / CRUM ELECTRIC SUPPLY CO. 11.00 / DEB'S GARDEN STARTS 66.96 / FIELD SERVICES & WEED CONTROL 689.00 / GARBAGE-B-GONE 34.50 / JENNY GOOD 83.00 / FAWN GOTON 42.00 / GDA ENGINEERS 6,017.01 / GREYBULL STANDARD 329.83 / HASCO INDUSTRIAL SUPPLY 2,000.00 / JANICE M. HANSEN, R.N. 126.50 / ROY HARPER 116.24 / JILL HARPER 227.00 / HEMOCUE, INC. 672.00 / THOMAS S. HINMAN 489.90 / HOUSTON SUPPLY 2,086.89 / JOHN G. HYDE 72.31 / JABE CORPORATION 4,849.00 / JOHN R. HALEY IV 279.87 / KIMBERLY KOCH 916.20 / LAIRD SANITATION 130.00 / LAWSON PRODUCTS, INC. 424.92 / LOCAL GOVERNMENT LIABILITY POOL 500.00 / LOVELL CHRONICLE 1,119.47 / LOVELL CHRONICLE 60.00 / LOVELL INC. 10,000.00 / TOWN OF LOVELL 179.64 / MASTERCARD 205.73 / SHERIDAN MAY 44.28 / MESSENGER & JUROVICH, P.C. 273.28 / MIDWAY AUTO SALES 112.00 / MIDWAY CLINIC 65.00 / MINCHOW'S FOOD COURT 44.99 / MONTANA-DAKOTA UTILITIES 1,744.93 / MOORE MEDICAL LLC 129.13 / KAMI NEIGHBORS 148.97 / CALLI LYN NELSON 517.50 / NEWMAN TRAFFIC SIGNS 81.39 / NORMONT EQUIPMENT COMPANY 1,375.05 / OCCUPATIONAL TESTING, INC. 193.00 / OFFICE DEPOT, INC. 133.90 / THE OFFICE SHOP, INC. 1,627.45 / PARK COUNTY ATTORNEY 33.08 / PARK COUNTY 25,000.00 / PETERSON QUALITY OFFICE FURNITURE 750.00 / PITNEY BOWES POSTAGE BY PHONE 143.67 / PROCESS POWER & CONTROL INC. 4,157.35 / WILLIAM E. BRIDGES 13,194.80 / QUILL CORPORATION 142.06 / QWEST 34.95 / KENT A. RICHINS 575.00 / SAINT VINCENT HEALTHCARE 338.34 / COLEEN SCHEELER 118.07 / SHOSHONE OFFICE SUPPLY 317.21 / DALLEN SMITH 131.00 / SOUTH BIG HORN COUNTY HOSPITAL 4,795.00 / SYSCO FOOD SERVICES 13,633.12 / JERRI TILLET 153.75 / TRACTOR & EQUIPMENT CO. 20,430.72 / TRANE 3,680.01 / TW ENTERPRISES, INC. 272.65 / VAISALA INC. 941.00 / GAIL E. VANDERPLOEG, LPN 59.75 / VERIZON WIRELESS 1,396.17 / SUSAN WILEY, R.N. 114.68 / WYOMING FIRE SAFETY 129.00 / WYOMING DEPT. OF TRANSPORTATION 50.00 / WYO. PUBLIC HEALTH NURSING SERVICES 34,687.00 / CONNECTIONS 2,625.00

Becky Hawkins, librarian, met with the commissioners to discuss her budget request increase for the various libraries.

Leslie Hoffman, CARES, presented a lease agreement for the commissioners to consider. She thanked the commissioners for their support of the program. **Commissioner Ewen made a motion, seconded by Commissioner Grant and carried, to sign a renewal lease between Big Horn County and the Crisis And Referral Emergency Services Incorporated (CARES) beginning July 1, 2010.**

**Commissioner Grant made a motion, seconded by Commissioner Ewen and carried, to adjourn from the commissioners chambers and recess to the basement of the old jail for an airport meeting with GDA.** Those present were: Roy Darrow and Dustin Spomer from GDA;

Commissioners Hinman, Grant and Ewen; Dori Noyes, county clerk; Mike Calvin of Pryor Mountain Engineering; Dave Flitner of the airport board; and Chris Harp from grants administration. They discussed the Greybull runway relocation project and its progress and also discussed the proposed modification to the electric service to the ASOS equipment in B&G Industries' two-story building. They said the Greybull seal coat project was out for bids, which are due by June 24, 2010, and thought the work would take place in August. They discussed the purchase contract for the SRE equipment that was awarded to Lariat International Trucks. The notice to proceed has been issued and it will take approximately 150 days to deliver the Cowley snow removal equipment. They also discussed the runway contractor's work schedule for the upcoming month. Other airport board issues were presented and discussed.

Commission Chairman Thomas S. Hinman called for regular session in the commissioners chambers at 1:30 p.m.

***Commissioner Grant made a motion, seconded by Commissioner Ewen and carried, to go into executive session at 1:30 p.m. on personnel issues.*** Those present were:

Commissioners Hinman, Grant and Ewen; Dori Noyes, county clerk; and Becky Lindsey, treasurer. ***Commission Chairman Thomas S. Hinman called for regular session at 2:15 p.m.***

Commissioners considered, reviewed and approved the following:

**Bonds:** Valerie A. Beal, treasurer, Town of Lovell, \$50,000.00

**Minutes and Reports:** Local Emergency Planning Committee for April 22, 2010; airport board minutes for April 28, 2010; Big Horn County Solid Waste Disposal minutes for April 20, 2010

**Financial Statements:** Dori Noyes, county clerk, May 2010, \$11,020.76; Ken Blackburn, sheriff, April 2010 monthly statement in the amount of \$1,242.38; and Vickie Larchick, clerk of district court, for May 31, 2010, \$2,710.74.

There being no further business to come before the board and ***upon motion by Commissioner Grant, seconded by Commissioner Ewen and carried, the board adjourned at 2:20 p.m.; the board will meet in regular session on June 15, 2010.***

STATE OF WYOMING     )

  ) ss.

COUNTY OF BIG HORN    )

I, Dori Noyes, County Clerk and Ex-Officio of the Board of the County Commissioners, do hereby certify the above and foregoing to be a full, true and complete copy of proceedings had by board at its last regular meeting on June 1 & 2, 2010.

**Board of County Commissioners**

**Big Horn County, Wyoming**

**/s/ Thomas S. Hinman, Chairman**

**/s/ Keith M. Grant, Member**

**/s/ Jerold S. Ewen, Member**

**Attest: /s/ Dori Noyes, County Clerk, Clerk of the Board**

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