

MINUTES OF THE BIG HORN COUNTY COMMISSION MEETING

NAME: Big Horn County Commission TYPE: Regular Session

PLACE: Big Horn County Courthouse Commissioner's Chambers

DATE: **August 2, 2016** TIME: 9:00 AM

Chairman: Jerold S. Ewen, Members present: John Hyde (Not in Attendance), Felix Carrizales

Other County Representatives: Lori Smallwood, County Clerk;

List of attendees on file.

The meeting was called to order at 9:00 AM by Chairman Ewen; followed by the Pledge of Allegiance led by Carrizales. Ewen recognized guests and presented the agenda, a **motion** was made by Carrizales to accept the agenda as amended, the motion was seconded and carried.

Engineering - Road and Bridge: Hovey reported on work underway, upcoming chipsealing scheduled to begin August 15th and breakdown of two motogradars. Hovey also shared that two snow plows were available from the Highway Department and suggested the county purchase them for spares. Hovey reported that McGarvin Moberly offered to sell surplus road chips to the county for \$10,000. After discussion it was decided that it was too expensive and the county would pass. Hovey reported speaking to Park County regarding their issues with pivots damaging roadways. The letters were reported to have helped a bit but not as much as hoped. C. Bolken attended to request that maintenance be done on Lane 35. Hovey responded that gravel will fix the problems and that work would begin the next week. Wambeke reported on work underway, including chipsealing to begin August 15th. Wambeke stated that the mowers are causing problems and that it would be possible for both crews to share a mower save a bit on the purchase of a new one.

Bridges reported that plans are out to WYDOT for review on the I.R.P. on Road 7 ½. Bids will be let once WYDOT approves the plans. Bridges shared a call he received from the Lovell Golf Course regarding conflicts between golf carts and traffic on Lane 13. They are requesting additional signs to be posted as warnings. Bridges recommended the golf course to purchase the signs with installation by Road and Bridge staff. Bridges also recommended stop signs on golf course paths that cross the county road. There was discussion regarding a recent fatal accident on Lane 40 involving a bicycle that wrecked while crossing a cattle guard. It was noted that there are gaps between sections of the cattle guard. Bridges stated that the cattle guards are WYDOT standard and shouldn't be modified. Hovey will inspect the cattle guard on Lane 40. Bridges reported that a recent WYDOT bridge report has recommended posting load limits on the Shoshone Bridge. He reported that WYDOT is widening that section of highway and suggested that it might be the appropriate time to remove that bridge from the County road system.

Ewen reported that the Leavitt reservoir expansion will require a drone flight for mapping which will result in short closures on Beaver Creek Road August 15th with anticipated delays of less than 15 minutes. The contractor for the District plans to have a flagger in place. Ewen will remind them they need advance warning of the flaggers ahead as well.

Carrizales summarized a waste water issue he had been researching and that he is proposing to send a letter to the land owners and the ditch company in an attempt to resolve the issue in a neighborly manner. Ewen agreed with Carrizales plans and approved proceeding with attempts to remedy the concerns.

Carrizales summarized his discussion with DEQ regarding the Lovell Refinery site. DEQ will brief the Commission and answer questions during the first meeting in September.

Ewen asked Bridges if minutes had been received from the Forest Service Road 17 site visit. Bridges clarified that the Forest Service was supposed to do those however he would draft some minutes to document the discussion.

Scott Isenock – West Plains Engineering: Isenock presented the final plans for the South Big Horn County Senior Center HVAC project(SBHCSC). Logistics of bidder access to bid documents and the building, and advertisement of the bid request were discussed. The bid opening will be 2:00 PM on August 30th. Carrizales asked about WPE’s oversight of the project and construction phase. Isenock clarified that WPE is the owner’s representative for this project. Goton clarified that the ceiling and lighting work will be coordinated with the districts chosen electrical contractor. Retainage and liquidated damages for late completion of the project were discussed. It was noted that the 10% standard retainage and the performance bond will be sufficient assurance of completion. Carrizales moved to accept the plans for the SBHCSC HVAC project, the **motion** was seconded and carried. The South Big Horn County Sr Citizen Services Board moved to approve the plans as presented

John Adlesich – South Big Horn County Hospital: Adlesich provided an overview of the hospital, its fiscal position and services provided. He clarified that the hospital provides service to the Jail at cost however those costs had not been reviewed in some time and are past due for adjustment. Sheriff Blackburn reported that negotiations have gone well with some areas being reviewed and changed to provide the best benefit to both the County Jail and Hospital. Ewen asked what Adlesich has learned so far in his review of the hospital. Adlesich reported that the hospital has wonderful staff, an excellent board and that patient volumes are increasing. He said that the next area of focus will be the proposed new rural health clinic and requested the county's support for their application for SLIB funding to begin phase three of the expansion and upgrade projects. Smallwood presented a letter of support to the Commission for their approval. The Commission offered to attend the SLIB meeting with the Hospital if needed. There was discussion regarding staff and contracts changes that will reduce turn over. Carrizales moved to approve the letter of support as presented, the **motion** was seconded and carried.

Marquerite VanDyke & Carol Willard -Deputy County Clerks: VanDyke & Willard presented bills and payroll. Carrizales moved to approve the bills and payroll as presented, the **motion** was seconded and carried.

LOIS M ADEY 20.00, ALSICO 46.92, SANDRA L ARMSTRONG 20.00, WHITE LINE LLC 300.00, BOB BARKER COMPANY, INC. 587.82, BASIN CHAMBER OF COMMERCE 1,000.00, BASIN PHARMACY 684.71, BASIN REPUBLICAN RUSTLER 30.00, TOWN OF BASIN 13,481.4, MATTHEW BENDER & CO., INC. 50.34, FORENSIC MEDICINE & PATHOLOGY, PLLC 3,650.00, BIG HORN BASIN ADOLESCENT PROGRAMS 1,000.00, BIG VALLEY BEARING & SUPPLY 227.70, BIG HORN CO-OP MARKETING ASSN 133.89, BIG HORN CO-OP MARKETING ASSN 253.36, BIG HORN COUNTY FAIR 68,219.00, BLAIR'S MARKET 254.46, GREGORY BLENKINSOP 88.56, BRUCO, INC. 155.32 , BRAKE SUPPLY COMPANY, INC 412.83, CANON FINANCIAL SERVICES 338.66, CARQUEST AUTO PARTS 94.31, CENTURY COMPANIES INC 552,462.75, CK HARDWARE 21.98, COLONIAL RESEARCH CHEMICAL CORP. 178.39, COMMERCIAL SERVICE HVAC 448.27, CATHLEEN COLLINS 96.32, COVENANT INSURANCE GROUP INC. 1,975.00, DASH MEDICAL GLOVES 586.60, DOUBLE D LIVESTOCK, LLC 3,250.00, LARAE DOBBS 181.66, ELIAS MARTINEZ 376.00, FIRE PROTECTION DISTRICT #4 280.72, FORESTRY SUPPLIERS INC 202.79, CENGAGE LEARNING - GALE 74.72 GARVIN MOTORS INC 33.84, GRETCHEN GASVODA KELSO 30.00, GDA ENGINEERS 76,094.35 GREYBULL BUILDING CENTER 460.34, GREYBULL CHAMBER OF COMMERCE 1,000.00, GREYBULL STANDARD 195.00, HK CONTRACTORS 697,489.65, STEFAN F & TRACY A HARPER 40.00, JOHN G. HYDE 584.28, MICHAEL K JAMESON, JR 1,200.00, BOBBIE JENKS 7.09, KELLY G JONES 32.96, JOHN R. HALEY IV 949.00, KAY PARK-REC CORP 13,603.60, KANE FUNERAL HOME 380.00, AUSTIN E LEONHARDT 10.00, LINTON'S BIG R 549.95, LOVELL AREA CHAMBER OF COMMERCE 1,000.00, TOWN OF LOVELL 1,082.02, LINDA L MARTIN 20.00, MAYES BROTHERS LLC 904.99, MINCHOW'S SERVICE 5,208.92, MONTANA-DAKOTA UTILITIES 282.98, RUTH V MOSS 20.00, NATRONA COUNTY LEGAL DEPT 544.00, NORTH BIG HORN HOSPITAL 38.00, NORMONT

EQUIPMENT COMPANY 1,298.81, NORTH BIG HORN SEARCH & RESCUE 1,159.95, NORTH BIG HORN SENIOR CITIZENS 150.00, NORTHWEST SPECIALTY SALES CO. 1,117.82, TAVIS OLSEN 198.60, THE OFFICE SHOP, INC. 231.65, OTIS ELEVATOR COMPANY 792.00, OVERLAND EXPRESS MART 144.31, KAYE PENNO 320.00, THOS. Y. PICKETT & COMPANY, INC 1,600.00, PITNEY BOWES POSTAGE BY PHONE 32.03, PITNEY BOWES GLOBAL 111.00, POWELL VETERINARY SERVICES 38.00, WILLIAM E. BRIDGES 18,869.92, QUILL CORPORATION 187.27, RIMROCK TIRE, INC 3,592.63 ROCKY MOUNTAIN INFO NETWORK 50.00, SHARON A ROTH 20.00, RURAL FIRE PROTECTION DIST. #1 232.87, RURAL FIRE PROTECTION DIST. #2 754.50, SAFARILAND LLC 36.74, RON SALYER 79.92, SHOSHONE OFFICE SUPPLY 24.30, MAE SMITH 30.00, SOUTH BIG HORN COUNTY HOSPITAL 590.75, STANLEY CONVERGENT SECURITY 969.90, KRISTI STEVENS 154.44, SYSCO FOOD SERVICES 18,511.52, TCT WEST, INC. 12.67, TRACTOR & EQUIPMENT CO. 3,651.26, TRAVELING COMPUTERS, INC. 2,487.45, SECURITY STATE BANK 1,020.20, WY DEPT OF WORKFORCE SERVICES 5,297.00, UNIVERSITY OF WYOMING 67.50, VALLEY HARDWARE 62.88 VIRIL ELECTRIC, INC 285.60, VERIZON WIRELESS 1,483.71, MASON WERBELOW 100.00, FRED A. WERNER 13.19, WESTERN PRINTING INC. 392.30, WYOMING COUNTY ASSESSORS ASSOC. 150.00 WYOMING GUARDIANS AD LITEM PROGRAM 3,101.99, JAN E BARNETT 40.52, SUSAN G BENTLEY 52.40, JUNE BOOTH 57.80, ROX ANNE BREWER 20.00, GRACE M BRIGGS 30.80, DARRELL L CARIVEAU 55.64, JAMES KNIGHT ELLIOTT 28.10, MARILYN K MCCOY 20.00, MICHAEL BRUCE MCCOY 29.72, CHRISTINA MARIE MILLER 28.64, LINDA HARP 20.00, , JOYCE A NATION 20.00, MATT D SCHAFFER 20.00, VANA B CAMP 32.96, PAUL JOHN DUBOWY 25.40, SHELLIE KAYE SANDERS 27.56, JEANNA WASSMER 27.56, DEIDRE CLENDENEN 39.98, CARLA M. COHEN KELLEY 20.00, LISA COOK 43.76, CINDY CORDOVA 27.56, RENA A. CROFT 20.00, TRUDY CRAFT 15.12, PAULA DEE 20.00, ELAINE DOBBS 31.88, CHARLES L DUNCAN 47.00, SUSAN S DUNCAN 47.00, FAYE J FARR 28.64, JANICE R. FINK 20.00, JILL HITZ 20.00, LINDA M. HITZ 20.00 PRISCILLA E JEZORSKI 20.00, JANET E. KUMMERFELDT 47.00, IRENE R MADDEN 20.00, JANICE M MANGUS 20.00, JUDY MORRIS 41.60, LINDA BUSH MOSER 28.64, LYNETTE MURRAY 28.64 BETTE D NEAL 43.76, MARGARET NATION 20.00, CARRIE PREATOR 42.68, NANCY E PREIS 47.00 KELLI M STEENBAKKERS 20.00, DEBORAH LEA WASSMER 27.56, DEBRA M REDLAND 20.00 ARLENE L ROSS 20.00, DARLA SAAM 43.76, SHERRY THOMPSON 27.56, CARYL C. TURNER 20.00 NANCY CAROL WALKER 20.00, JANICE L. WANTULOK 27.56, JUDY WINTERS 44.30, MOLLY J YATES 32.96

Carl Meyer – Airport Manager: Meyer reviewed airport activities as outlined on his report. The FAA’s apparent unwillingness to approve the two proposed drag race dates was discussed. Ewen asked if there was anything the Commission could do to help facilitate a favorable review. Meyer suggested a letter might be the correct approach. Carrizales asked if there are repercussions to pushing on this topic with FAA. Meyer didn’t have an opinion on FAA’s temperament regarding the strong desire by the County to continue the races. Meyer suggested looking for a possible grant to establish a race track to move the events off the airport. Meyer presented RFR’s for airport projects and a state grant amendment for signature. Carrizales moved to approve the amendment to the existing state grant, the **motion** was seconded and carried. Meyer presented the proposed WACIP Summary as an informational item for future planning.

Public Hearing - Transfer of Liquor License: Smallwood presented an application for transfer of the liquor license for PaintRock Inn LLC to 1886 Settlement LLC (DBA Paintrock Inn) Carrizales moved to approve the transfer of the liquor license for the Paintrock Inn, the **motion** was seconded and carried.

Joy Hill – Big Horn County Land Planning: Hill presented activities of the department, including a signage request from Fossil Rock Tavern. She advised how the non-enforcement of the old Shell Valley Ordinances would affect her response. Carrizales moved to give Fossil Rock Tavern permission to move forward to secure land owners and WYDOT approval and then post the proposed signs. The **motion** was seconded and carried. Hill presented letters for zoning verification from Zierlein and Turner. Hill

requested an executive session for a personnel issue. Carrizales moved to go to executive session for personnel issues, the **motion** was seconded and carried.

Darwin Irwin – Big Horn Basin Counseling: Irwin introduced Autumn Snyder, his administrative assistant at the counseling center. Irwin shared how the Center's services save state and county funds by keeping patients in their home communities and out of expensive in-house facilities. He provided information about the centers funding history. Irwin summarized the many challenges facing the center as legislation and Department of Health decisions and policies continue to develop. Ewen stated that the issue is basically caused by decisions made in Cheyenne that effect rural communities like Big Horn County in larger ways than metropolitan areas with larger populations. Irwin asked for the Commission's continued support and advocacy as policies and legislation are considered.

John Joyce – Nowood Watershed Improvement District.: Joyce explained the districts need to assess district residents to fund operations costs for the District and expressed thanks to the folks who have worked on this assessment topic and shared that Washakie County has approved their proposed assessment based on Warrall and Adams review of the documents and petition. Gina Anderson asked if the Conservation Districts that oversee the Improvement district approve the Nowood budget. Joyce stated the Conservation Districts get a copy but don't provide formal approval. Anderson asked about the \$5.00 minimum assessment that is not reflected in the budget but shows up on the rolls. Joyce stated that Washakie County approved the \$5.00 minimum assessment as proposed. Anderson asked if the District's project rolls will be different than their general assessment rolls. Joyce reviewed the roll vs bill/shares system for projects, explaining that projects will be paid for only by those who benefit or who buy shares. Carrizales moved to approve the proposed assessment for the Nowood Watershed Improvement District as presented by John Joyce. The **motion** was seconded and carried.

Gina Anderson – Big Horn County Assessor - Conference call with the Wyoming Board of Water Control: Karyl Tully reviewed the purpose of the call and gave an overview of the petition to swap water rights from one property to another which includes movement of water rights for sections of second and third streets in Shell. This action would require approval of a granting authority. The Board of Control is asking the County to act as that granting authority since Shell is not an incorporated town and doesn't have a town council. Bridges clarified that the alleys and streets are dedicated to public use but that doesn't make them the County's, citing the example of subdivision roads that don't come under the authority of the county because they have not been adopted as county roads. Tully shared that without county approval the roadways would need to be removed from the petition. It was determined that the County needs our attorney to determine if we can speak or commit on behalf of the public in this situation. The Board requested a determination of who has the authority if it isn't the County. Anderson and Bridges will meet with the County Attorney to follow up on this issue.

Byron Cemetery Board: Cancelled due to no one in attendance from the Cemetery District.

Dean Miller: Miller reported that he would like to establish a rest area around a monument he has constructed between Cowley and Lovell. Plans, required approvals, liability, ownership and maintenance were discussed. Ewen said that the long term financial commitment is a concern and that he didn't think it was in the county's best interest to take on such a project and that use of county wide tax payer dollars may not be appropriate. There was discussion of potential grants for the project and the Commission agreed that the county would gladly provide support but doesn't have resources for financial contribution.

K. Adams – County Attorney: Adams requested an executive session for Personnel issues and potential litigation. Carrizales moved to go to an executive session, the **motion** was seconded and carried. The session was adjourned with no action taken.

Gina Anderson – Big Horn County Assessor: Anderson presented Mill Levy Assessments for 2016 -2017. Carrizales moved to accept the valuations and tax levies for special districts as presented by Anderson, the motion was seconded and carried.

Old and New Business: Smallwood presented minutes from the July 19th meeting. Carrizales moved to approve the minutes as presented the **motion** was seconded and carried. Smallwood presented the renewal contract for the Emergency Preparedness Grant. Carrizales moved to approve the Ebola and Zika Virus grant extension as presented, the **motion** was seconded and carried. Carrizales moved to cancel the meeting on 8/16 due to the demands of election day. The **motion** was seconded and carried. It was clarified that bills will be processed as needed and approved at the next meeting with the agreement that a special meeting could be called if needed. Ewen gave an overview of his contact with the USDA Farm Service Board and their recent declaration of drought at a current D2 level with D3 status being considered. Ewen shared that this declaration might provide some relief to farmers and livestock producers. Ewen and Carrizales discussed the document provided to the Commission by S. Jones regarding water disputes and the limitation of the State Water Commission in most cases.

Smallwood presented Good of the County Items and Mail: Financial Statements: Serena Lipp-District Court Clerk (July 2016); Monthly Report(s) and prepared correspondence review: Big Horn County Weed & Pest Control Dist. Minutes (June 2016); Byron Solid Waste Disposal Dist. (June 2016); Bonds: Sheila Paumer-Fair Manager (\$10,000); Tom Laidlaw – Greybull Valley Irrigation (\$25,000) Cancellation of Taxes: Big Horn Canal Irrigation Parcel # 99-00-020-00192

Carrizales moved to adjourn, the **motion** was seconded and carried.

STATE OF WYOMING)
COUNTY OF BIG HORN)

I, Lori Smallwood, 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 of the Commission on August 2nd, 2016

These minutes can be viewed electronically at www.bighorncountywy.gov