

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: **March 1st, 2016** TIME: 9:00 AM

Chairman: Jerold S. Ewen, Members present: John Hyde, Felix Carrizales

Others 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 John Hyde. Ewen recognized guests and presented the agenda, a **motion** was made by Hyde to accept the agenda as amended, the motion was seconded and carried.

Willie Bridges Pryor Mtn. Engineering & Road and Bridge: Hovey reported a minor incident with the loader recently and presented information on an end dump swap with the town of Basin that is beneficial to both entities. Hyde moved to approve the dump truck trade with the town of Basin, the **motion** was seconded and carried. Hovey reported that speeds on the repaired sections of Road 8 are excessive. Carrizales shared some concerns from citizens on Road 8, he and Hovey will review the concerns. Hovey presented and recommended approval of an access permit for the Greybull River Road. Hyde moved to approve the access permit as presented, the **motion** was seconded and carried. Ewen mentioned the possibility of speed limit review as that area develops more traffic. Bridges suggested annexation by the town of Greybull might need to be reviewed as well. Wambeke reported on work and possible assistance need on the crusher repairs. Ewen suggested evaluating the cost of crushing gravel vs purchasing gravel as county crusher become more expensive or impossible to maintain. Wambeke reported that an auction desires to collect old scrap I-beams as previously discussed. Due to the "As-is Where-is" no warranty clause of the auction sale, by consensus the Commission agreed to allow the potential sale. Wambeke presented and recommended approval of a utility permit for Lane 8 ½ to increase the size of a pipe crossing the road. Hyde moved to approve the utility permit as presented, the **motion** was seconded and carried. Hyde shared an inquiry and comment he received from K. Grant regarding oil from the Schneider well suggesting the county use it for dust suppression. Discussion revealed that the product produced is too volatile to be used on county roads. Bridges suggested selling the oil produced and buying mag chloride with the proceeds.

Bridges presented and recommended approval of a utility permit for cattle guard installation on Bear Creek Road on the Helburn property. Hyde moved to approve the utility permit as presented, the **motion** was seconded and carried. There was discussion regarding cattle guards on Road 18 that no longer serve a purpose. Bridges reported that two WYDOT projects are coming up on the north end with cattle guards being installed at each county road intersection. Ewen suggested a letter reminding WYDOT that maintenance needs to be routinely performed and gates need to be installed wide enough for practical use. Bridges reported on preliminary work of the secure courthouse committee. Carrizales shared his concern that the Commission is not being involved in the committee's preliminary planning. Hyde said he is appreciative of the committee's work in developing plans and said he is concerned that the Engineering budget is being utilized for this work. By consensus the Commission requested Bridges get more information on the funding for this project. Bridges reported that EPA had sent a contractor out to pick up barrels at the Lovell Refinery site and they have hired WWC Engineering to do the next round of assessments. Bridges reported that the FEMA-Elk Creek project is currently being reviewed by FEMA with closeout soon. Bridges reported on the vacating of the Old Greybull River Road and will request proposals for a surveyor. Hyde clarified it is in the county's best interest to vacate that portion of road. By consensus the Commission approved moving forward with that process.

Kim Adams –Big Horn County Attorney: Adams shared that her office has applied for a grant for a victims witness advocate position. Adams explained the difference between this position and the work that CARES does. The position will work with the Attorney's office full time and will be state funded. Horath explained the grant opportunity and potential funding sources. Ewen asked about the training

requirements for the position. Adams reported that J. Bell is the person Adams plans to have fill that position if the grant is awarded. Hyde asked how the grant is administered and what personnel concerns there were. Horath shared that the position was written as a grant employee with no benefits. The grant application is due March 15th and award notices should arrive in May.

Carl Meyer – Airport Manager: Meyer presented the Airport report. Meyer shared that a GDA amendment is in process and is currently being reviewed by the County Attorney. Meyer asked for a tentative approval pending that review. Hyde moved to approve the amendment pending C.A. approval, the **motion** was seconded and carried. Hyde moved to sign a letter from the Commission to the FAA in support of drag racing at the Greybull Airport, the **motion** was seconded and carried. Meyer gave an update on the REACH agreement and a level one environmental review being conducted by REACH. Hyde shared a question received regarding hangar purchase in Powell vs Cowley, planned improvements and classic car storage. Meyer will contact Powell to see how car storage was approved by FAA. Meyer asked for Commission feedback regarding his inquiry about a potential change to his job description.

Carrizales moved to go to executive session for personnel issues, the **motion** was seconded and carried. After the session was adjourned, Hyde moved to change the airport manager position to part time effective April 1st with the appropriate salary reduction, the **motion** was seconded and carried.

Fred Werner – Big Horn County Maintenance: Werner presented a report verifying no asbestos in the HVAC system at the Greybull Sr. Center. Werner reported vandalism to the double paned windows at the library that will not be replaced at this time. Discussion included any anticipated urgent facilities projects and the multi-purpose building. Ewen suggested that V. Hackney come give the Commission a report regarding building usage, issues, and concerns. The Commission requested Werner and Hackney give monthly updates on the fairground and multipurpose building.

Joy Hill – Land Planning: Hill provided an update on department activities.

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

ALSCO 46.72, AMERICAN WELDING & GAS INC. 385.85, BOB BARKER COMPANY, INC. 442.76
BASIN AUTO CARE 54.13, BASIN PHARMACY 1,946.16, BASIN REPUBLICAN RUSTLER 510.00
TOWN OF BASIN 11,139.87, BRISCOE ENTERPRISES, INC 2,532.47, FORENSIC MEDICINE &
PATHOLOGY, PLLC 1,950.00, BIG HORN CO-OP MARKETING ASSN 12.65, BIG HORN CO-OP
MARKETING ASSN 101.78, BROSIUS ELECTRIC 142.82, JERRY CAPELLEN 30.00, CENTRAL DRUG
SYSTEM 79.50, CENTER POINT LARGE PRINT 166.56, COUNTY CLERK 5.00, COVENANT
INSURANCE GROUP INC. 1,975.00, DONNA K CAPELLEN 43.98, CUSTOM GARAGE DOOR LLC
1,795.00, FIRE PROTECTION & SAFETY 781.50, GRETCHEN GASVODA KELSO 475.20, GREYBULL
STANDARD 322.50, HALLMAN, HUNT & MICKELSON, PC 3,030.00, HASKELL FUNERAL HOME
616.83, HONNEN EQUIPMENT CO. 50.11, JOHN G. HYDE 1,171.01, INDUSTRIAL
COMMUNICATIONS & ELECTR. 451.00, MICHAEL K JAMESON, JR 1,200.00, JOHN R. HALEY IV
798.61, KANE FUNERAL HOME 190.00, CHRISTOPHER J KING, PC 718.75, LAWSON PRODUCTS,
INC. 641.73, BECKY A. LINDSEY 913.34, LITTLE AMERICA 261.70, TOWN OF LOVELL 294.26
MICROMARKETING LLC 151.98, MAYES BROTHERS LLC 706.84, SARAH N. MILES 1,348.88
MINCHOW'S SERVICE 2,922.29, MINCHOW'S FOOD COURT 52.99, MODERN MACHINERY 11.73
MONTANA-DAKOTA UTILITIES 946.20, MOTOR POWER EQUIPMENT CO. 644.83, MOUNTAIN
WEST COMPUTER 927.88, KAMI NEIGHBORS 373.71, O'REILLY AUTO PARTS 59.98, TAVIS OLSEN
247.20, THE OFFICE SHOP, INC. 265.01, MARY C PENNO 160.00, PITNEY BOWES GLOBAL 520.99
WILLIAM E. BRIDGES 16,108.70, QUILL CORPORATION 321.56, RAIRDEN MOTOR COMPANY INC.
375.00, RIVERBEND PLUMBING & HEATING 32.50, ROCKY MOUNTAIN POWER 744.43, SHERRI
SCHELL 612.00, GEORGE T. SANDERS COMPANY 2,382.95, SHOSHONE OFFICE SUPPLY 16.68
MAE SMITH 40.83, BEN SNYDER 73.00, SOUTH BIG HORN COUNTY HOSPITAL DIST 2,500.00

SOUTH BIG HORN COUNTY HOSPITAL 559.77, STANLEY CONVERGENT SECURITY 969.90, SYSCO FOOD SERVICES 20,372.54, TCT WEST, INC. 17.71, TRAVELING COMPUTERS, INC. 12,250.90, TRUENORTH STEEL, INC 18,080.00, TYLER TECHNOLOGIES, INC 165.38, SECURITY STATE BANK 1,583.63, VALLEY HARDWARE 22.63, VERIZON WIRELESS 1,449.98, RANDY E. WADDELL, O.D. 175.00, WALKER'S SERVICE 102.40, WYONET, INC 1,902.25, FRED A. WERNER 389.98, WYOMING FIRE SAFETY 60.00, WYOMING SURPLUS PROPERTY 150.00, TRUDY CRAFT 85.95, UNIVERSITY OF WYOMING 103.00, BIG HORN SCHOOL DISTRICT #4 235.95

LaRae Dobbs – Big Horn County Emergency Management: Dobbs reviewed updates to the Emergency Operations Plan and presented the acceptance page of the EOP for approval and signature. Hyde moved for Big Horn County to officially approve and adopt the EOP update as presented, the **motion** was seconded and carried. Dobbs reported that the County's Threat Accident Response Assessment/Community Response Plan also needs to be enhanced and her plans to work on that once grants are complete. By consensus, the Commission agreed to approve Dobbs letter of interest for pre-disaster mitigation grant funding. Dobbs gave an overview of the HMEP (Hazmat) funding to be used for LEPC. Carrizales asked if there was any information regarding the Zika virus, Dobbs gave a brief overview of facts and potential concerns for Big Horn County. A letter authorizing a county credit card for Dobbs was presented, Hyde moved to approve the letter as presented, the **motion** was seconded and carried.

Fire District #2 Representatives: Representatives from Fire District Two appeared to report on progress in building a new fire house on recently purchased lots on the north end of Basin and asked if the County was interested in participating to provide space for some County needs. They reported that the District is looking for grants and would like support from the County but they are not asking for any county general fund support. The project will not begin until full funding is secure. A long term lease or possible purchase were discussed for the district to recoup funding for the part used by the county. After discussion, the Commission was agreeable to support the project idea as it moves forward. The Fire board meeting is the 11th of March.

Becky Lindsey, Kim Adams & Brandon Vilos – Big Horn County Treasurer: Hyde moved to go to executive session for potential litigation, the **motion** was seconded and carried. The session was adjourned with no action taken. Lindsey gave an update on stored oil that was removed from the Schneider well and shared an inquiry she received from someone interested in the well.

Old and New Business: Smallwood presented the WAM energy lease for approval. Hyde moved to approve the lease as presented, the **motion** was seconded and carried. Smallwood presented a grant agreement from the Wyoming Business Council for the Natural Resource Plan development project. Hyde moved to approve the WBC agreement as presented, the **motion** was seconded and carried. Smallwood presented an amendment to the Emergency Preparedness Grant for approval. Hyde moved to approve the amendment as presented, the **motion** was seconded and carried. Smallwood presented an amendment to the Forest Service Patrol agreement for approval. Hyde moved to approve the modification of grant agreement for forest service patrol, the motion was seconded and carried.

Smallwood presented Good of the County Items and Mail: Financial Statements: Serena Lipp-District Court Clerk (February 2016) Monthly Report(s) and prepared correspondence review: Big Horn County Library Board Minutes (January 2016); LEPC Meeting Minutes (January 29, 2016) Bond: Superintendent-School District #4(\$25,000); Paul Thur-Town of Greybull (\$50,000); Bradford Tippetts – (2) Sunlight Drainage Dist. (\$1,000); Jack Nicholls-Lovell Cemetery Dist. (\$1,000); Leon Mickelson-Hunt Canal Irrigation Dist. (\$10,000); Susan Antley –South Big Horn Hospital Dist. (\$20,000)

Hyde 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 March 1st, 2016

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