

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: **November 7, 2017** TIME: 9:00 AM

Chairman: Felix Carrizales, Members John Hyde, Deb Craft

Other County Representatives: Lori Smallwood, County Clerk;

List of attendees on file.

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

Willie Bridges-B.H.C. Engineer & Road and Bridge: Hovey reported on work done on Crystal Creek Road and culvert installation on Seed Ranch Road. Hovey reported that plow trucks are being worked on in preparation for snow removal and presented estimate information on two mowers and tractors. The commission will review the information and consider purchase further. Carrizales asked Hovey to inspect a culvert on Road 32 for the Town of Burlington. Wambeke reported on additional crusher repairs, truck repairs and chip hauling for Beaver Creek Road. There was discussion about a couple of recent requests for roads to be converted to county roads. Discussion determined the requests are a result of recent subdivision issues. Bridges reported that subdivision roads are rarely adopted as county roads and gave an overview of the statute requirement regarding response to a petition. Carrizales asked questions regarding signatures on a recently received petition for Lane 22 ½ and asked if the road was of any benefit to the general public. Bridges stated there is not a need to cross the river or tie to Crystal Creek Road. Craft pointed out that County road mileage is large and adding to it would require large addition of resources to maintain. Hyde moved to deny the request to convert Lane 22 ½ in the Laird Subdivision to a county road. The **motion** was seconded and carried. Bridges will produce a letter notifying the petitioning parties.

Bridges and L. Dobbs (Emergency Management Coordinator) shared information on a FEMA mitigation grant for use in areas that are potential or continued flooding issues. The bridge on Road 5 just off of Lane 40 was highlighted as a potential project for this grant because of issues caused by river migration in that area. Dobbs summarized the funding, the 25% match that will be required of the County and application process. Hyde asked if county resources and work would provide the match. Bridges reported that equipment rental might be the only non-county resource necessary. By consensus the Commission agreed that this funding should be pursued. Bridges requested an executive session for personnel. Hyde moved to go into executive session. The session was ended. Craft moved to accept the hiring recommendation of Bridges for the part time engineering assistant position, the **motion** was seconded and carried.

Carl Meyer – Airport Manager: Meyer presented the airport report and activities including planning for the Cowley Snow removal building and Greybull water line project. Meyer gave an overview of the update to the Airport layout plan caused by a runway designation change and presented the plan for signature. Meyer requested an executive session for potential litigation. Craft moved to go to executive session the **motion** was seconded and carried. The session was adjourned with no action taken.

Gina Anderson- B.H.C. Assessor, Becky Lindsey-B.H.C. Treasurer & County Attorney's office: Anderson requested an executive session for potential litigation. Hyde moved to go to executive session, the **motion** was seconded and carried. The session was adjourned. Hyde moved to offer the requesting party a refund of taxes paid on the parcel from 2015 through 1985 and a prorated amount for 1967 – 1984. The **motion** was seconded and carried.

Fred Werner – B.H.C. Maintenance: Werner shared information he gathered on the key fob entry issue at the Lovell annex and explained the difference between the locations of the fob requested by the Lovell Chief of Police. There was discussion about the number of fobs requested. By consensus the Commission requested

Werner request the list of who needs fobs and proceed with replacing the lock at its current location. Carrizales requested that Werner review the proposed relocation of Cares at the Lovell annex and to report back at the next meeting. Werner reported on courtroom ventilation options. Craft shared that she would like to see itemized bids including labor and detailed materials for jobs of this sort. Werner will get itemized bids for the courtroom project and report back.

Tim Troutman – National Weather Service: Troutman gave an overview of storm preparedness and Big Horn County’s preparations. Troutman commended L. Dobbs for her work on this project and dedication to making Big Horn County as prepared as possible. The Commission commended Dobbs for all her work on this and the many project she does to keep our County as safe as possible in emergency situations.

Public Hearing Transfer of Funds Resolution #1: Smallwood presented unanticipated revenue transfer of funds Resolution #1 for approval. Craft moved to approve Resolution #1 the **motion** was seconded and carried. S. Brown was in attendance and took the opportunity to get clarification on the restrictions and requirements of WY Office of Homeland Security funding.

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

ALSCO 110.72, AMERICAN WELDING & GAS INC. 223.17, ASCENT AVIATION GROUP, INC 37,715.32, BOB BARKER COMPANY, INC. 1,528.42, BASIN PHARMACY 1,242.17, BASIN REPUBLICAN RUSTLER 3,123.50, TOWN OF BASIN 10,373.55, ALLEN C. BECKHOFF 279.94, THOMAS L BENNETT, MD 4,050.00, BIG HORN CO-OP MARKETING ASSN 36.29, CHERI G. BISCHOFF 60.00, BURNHAM TOWING & AUTO SALVAGE 215.00, BURLINGTON CAR CARE LLC 109.71, DAVID ROBERT CALDWELL 60.00, CANON FINANCIAL SERVICES 304.79, CARQUEST AUTO PARTS 45.78, TERESA MARIE CALDWELL 60.00, CK HARDWARE 64.54, CANYON VIEW EXCAVATION, LLC 3,225.00, CENTURY LINK 490.02, CENTRAL DRUG SYSTEM 103.50, COMMERCIAL SERVICE HVAC,INC 381.90, COMMUNICATION TECHNOLOGIES, INC. 516.44, CATHLEEN COLLINS 222.95, CHARTER COMMUNICATIONS 99.98, L. N. CURTIS & SONS 12,302.50, DEFENSIVE EDGE TRAINING & 200.00, DOUBLE R SERVICE, LLC 312.00, WHITNEY L DODD 60.00, LARAE DOBBS 651.97, E&M HEATING & A/C, INC. 70.00, TINA ELY 40.13, MARY ALICE EWART 60.00, FFF ENTERPRISES, INC 4,148.85, FSU CENTER FOR PREVENTION AND 600.00, GRETCHEN GASVODA KELSO 205.85, GDA ENGINEERS 192.00, CHRISTINA GREENFIELD 67.37, GRAINGER 164.50, GREENWOOD MAPPING INC. 4,800.00, GREYBULL STANDARD 464.00, GREYBULL STANDARD 30.00, TOWN OF GREYBULL 230.80, GUMDROP BOOKS 818.05, HD FILTERS LLC 95.37, HALLMAN, HUNT & MICKELSON, PC 1,770.00, STEFAN F & TRACY A HARPER 137.95, JOY H HILL 309.65, HOPKINS LIFE & SAFETY 307.15, SHANNAN HOVEY 154.99, PATTI HOFF 33.47, MICHAEL K JAMESON, JR 1,200.00, BOBBIE JENKS 178.93, JOHN R. HALEY IV 193.95, MEGAN JOHNS 60.00, JUDY K JORDAN 60.00, JUNIOR LIBRARY GUILD 1,944.00, KANE FUNERAL HOME 190.00, LAWSON PRODUCTS, INC. 332.68, LOVELL CHRONICLE 3,850.00, TOWN OF LOVELL 450.36, LOVELL ROD & GUN CLUB 298.94, THE LOCATORS, LLC 75.00, ANGELA C MORLEY-BROWN 60.00, MAYES BROTHERS LLC 111.13, SANDY MCGEE 60.00, MINCHOW'S SERVICE 8,611.66, MINCHOW'S FOOD COURT 61.48, MODERN MACHINERY 319.50, MONTANA-DAKOTA UTILITIES 496.65, MOTOROLA SOLUTIONS, INC 641.75, MURDOCH OIL, INC. 54.95, KEN NELSON 142.01, JACK NICHOLLS 200.00, NORTH BIG HORN HOSPITAL 1,203.09, THE OFFICE SHOP, INC. 629.93, KAYE PENNO 190.00, PHOENIX LTC 2,021.55, THOS. Y. PICKETT & COMPANY,INC 1,600.00, PITNEY BOWES POSTAGE BY PHONE 92.78, POWELL TRIBUNE LLC 50.00, PROFORCE LAW ENFORCEMENT 2,418.91, WILLIAM E. BRIDGES 8,438.55, CATHY PRATT 26.00, QUILL CORPORATION 532.24, RED APPLE SUPERMARKET 44.28, RIVERBEND PLUMBING & HEATING 722.80, ROCKY MOUNTAIN POWER 1,078.03, RURAL FIRE PROTECTION DIST. #1 269.34, SHERRI SCHELL 612.00, SECURITY STATE BANK 52.01, SECURITY STATE BANK - PETTY CASH 30.23, SHOSHONE OFFICE SUPPLY 70.97, SOUTH BIG HORN COUNTY HOSPITAL 333.91

VONDA I SOUTHARD 60.00, SYSCO FOOD SERVICES 21,872.52, TCT WEST, INC. 6,538.51, TCT WEST, INC. 971.47, JESSICA THROSSELL 60.00, TITAN MACHINERY 401.43, TRACTOR & EQUIPMENT CO. 6,176.13, TRAVELING COMPUTERS, INC. 6,140.74, TRI COUNTY TELEPHONE ASSOC. 66.33, TW ENTERPRISES, INC. 1,064.13, TYLER TECHNOLOGIES, INC 165.38, SECURITY STATE BANK 1,831.35, ULTRAMAX 1,197.00, WY DEPT OF WORKFORCE SERVICES 2,976.00, UNIVERSITY OF WYOMING 15,283.50, VALLEY HARDWARE 323.17, VARNEY CLEAN CARE 138.60, VERIZON WIRELESS 1,101.51, WAM/WCCA 2,500.00, WYONET, INC 2,242.40, WYOMING BEHAVIORAL INSTITUTE 3,425.00, WYO DEPT. OF HEALTH 386.00, WYOMING CLERK OF DIST. COURT ASSN. 150.00, YELLOWSTONE VALLEY PARTS & 4,500.00, YELLOWSTONE RADIOLOGY PC 44.00, CARRIE L MAZUR 16.70, BONNIE S MORRIS 60.00, SHEILA J PAUMER 161.57, TRUDY CRAFT 66.88, DOROTHY J MILLER 60.00, JAMES A WOODY 60.00, TRACI AVERETT 60.00, ANYA SANCHEZ 60.00, WAYNE E HUDSPETH 60.00, DARCY MARTIN 60.00, LINDA A MARTIN 60.00 NORMA FROST 60.00, NORTH BIG HORN SEARCH AND RESCUE 49.00, MECHANICAL MASTERS 727.85, JOHNSON COUNTY FIRE CONTROL DIST #1 230.00,

Jeff Grant & John Kirlin- Antelope Butte Foundation: Grant gave an overview of the change in direction regarding the Wyoming Business Council grant application for which he previously requested County support. Discussion determined that there are a number of questions to be clarified and answered before a proposal can be submitted. These items make a December 1st submission unlikely but the group will work toward answers and doing a thorough job with application for the next SLIB deadline.

Old and New Business: Smallwood presented three Homeland Security Grants for approval. Hyde moved to approve the grant awards as presented, the **motion** was seconded and carried. Smallwood presented Commission meeting minutes from October 17th 2017 for approval. Hyde moved to approve the minutes as presented the **motion** was seconded and carried. Smallwood presented Byron and Big Horn County Solid Waste Disposal District board applications. There was discussion regarding Byron Solid Waste District applicants, sitting board members, interest and lack of interest to serve on boards in general and change vs leaving a functioning board in place with as few changes as necessary. Hyde moved to reappoint R. McArthur to the BHC Solid Waste Board, the **motion** was seconded and carried. Discussion highlighted that it is appreciated when people step forward to serve. Carrizales shared that he would like feedback from the public on how appointed boards are working for their district. Hyde moved to reappoint T. Hatch and W. Pitt to the Byron Solid Waste board, the **motion** was seconded and carried. Smallwood presented a letter for signature to Davila regarding lack of zoning requirements to open a car lot. Hyde and Craft reported on cooperators meetings for the Leavitt and Alkali Creek reservoir projects. There was discussion that questions regarding silt control should be asked at the next meetings. Carrizales shared his research on coroner building options. There was discussion regarding who should be the construction management team for the project with the conclusion that the Corner should be the lead and report to the Commission regularly with anticipated project expenses, timeline and concerns.

Smallwood presented Good the County Items and Mail: **Financial Statements:** Serena Lipp-District Court Clerk (October, 2017); Lori Smallwood-County Clerk (October 2017) **Monthly Report(s) and prepared correspondence review:** Byron Solid Waste Disposal Dist. (September 2017); LEPC (September 2017) **Bonds:** Roger Easum-Park County Fire Dist. #1 (\$2,000); D. Heron-Shoshone Drainage Dist. (\$1,000) **Cancellation of Taxes:** Marathon Oil Parcel #'s 00-53-113-00001,00-53-246-00000, 00-53-214-00001, Bruce Wiley, DBA Greybull Dental Clinic Parcel # 41-00-000-01117T (Personal Property); Steven Jennings c/o Jolowe LLC Parcel # 41-01-00100488

Hyde moved to adjourn, **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
November 7, 2017

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