

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: April 2, 2019 TIME: 9:00 AM

Chairman: Felix Carrizales, Members, Dave Neves and 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 Craft. The agenda was presented, a **motion** was made by Neves to accept the agenda as amended, the motion was seconded and carried.

Willie Bridges-B.H.C. Engineer and Road & Bridge: Hovey presented utility permits for Lane 40, Lane 41 ½ and, Lane 31. Neves moved to approve the permits as presented, the **motion** was seconded and carried. Craft clarified that all permit recipients are aware of the restoration requirements. Hovey and Bridges shared T. Shirran's question regarding the marking of Road 50 and confirmed that signage needs to be changed from county to private road. Bridges noted that there are three residents that access their property via that road so it requires signage. It was noted that there are other areas like this in the county and those will be corrected as they are identified. Hovey reported that Reirden Lane and the Burlington Cemetery Road have been crack sealed. Hovey noted that the bridge on Reirden needs to be re-decked. Hovey reported on upcoming and completed culvert noting the rush to beat irrigation and runoff water coming in. There was discussion about the need to cut asphalt on Orchard Bench Road for the county culvert replacement. Hovey shared the applications received for his open position and requested approval to hire his first choice as indicated in the file. By consensus the Commission approved Hovey to hire as he sees fit. Hovey reported Reirden Lane sustained substantial damage during recent cattle hauling requiring work on that road is progressing quicker than planned. Hovey noted that he will be on a week long vacation beginning the 10th of the month. Wambeke reported that on gravel hauling and crushing work in preparation for summer chip sealing work. Hovey noted that the Highway Department has reported success and savings with their lease program. Carrizales asked Hovey to look into that program and report back.

Bridges reported that the Courthouse security project is running approximately 2 weeks behind. Bridges noted that some of the wiring/cabling for the project is not clear and it will be sorted out at the next construction meeting. Bridges reported that septic permits are picking up and asked for guidance on how the Commission would like him to handle issues with design, incomplete applications and other issues similar issues. Discussion determined that owners need to submit complete designs and applications the Commission instructed that the County will not design systems for projects. It was noted that there are qualified installers who can do this affordably. Bridges reported that some development permits have recently been submitted as well. Bridges reported that one includes a land split that will need additional review. Bridges asked about discussions on current lot size regulations vs planned revision suggestions. Bridges noted that DEQ is currently reviewing the Town of Greybull's subdivision on the bluffs and possible concerns with septic system in that area if it is developed as planned. Carrizales noted that a committee had been set up for the Land Planner interviews and requested that Bridges be part of that interview panel. Carrizales requested that the job be posted on a national search site. Discussion determined how the interview panel would conduct their work and make recommendations. It was also noted that the recruitment has only been out for one week and some additional time was needed before doing the additional work to advertise nationally.

Craft moved to go to executive session for litigation; the **motion** was seconded and carried.

Neves moved to adjourn the executive session, the **motion** was seconded and carried. No action was taken.

Airport Items: Ford Roes attended and presented information on three projects happening at County Airports. Roes gave information on the pavement maintenance at the Greybull and Cowley airports and presented the WYDot Applications for approval. It was noted that these projects were included in the budget process and part

of the WASIP. Craft moved to approve the grant applications for both Greybull and Cowley pavement projects as presented, **motion** was seconded and carried. There was discussion about the match for these projects and the State management of the bidding process. Roes gave an overview of the Cowley Airport Beacon project and the application package. Neves moved to approve both the State and Federal applications packages for the Cowley Airport Beacon replacement project. The **motion** was seconded and carried. Roes gave an overview of the FAA record of negotiation letter that is required and presented it for signature. Craft moved to sign the FAA record of negotiation letter as presented, the **motion** was seconded and carried. Roe gave an overview of the project process and associated costs for engineering services while presenting Amendment #6 to the T.O. contract for Airport projects. Neves moved to approve the amendment as presented, the **motion** was seconded and carried. On behalf of W. Huber, Smallwood presented Lot Lease #38 as approved by County Attorney Bean. G. Cheatham shared engineering documents for his proposed building and reported on the painted surfaces matches the surrounding buildings. Neves moved to approve Lot Lease #38 for the Greybull Airport with G. Cheatham. The **motion** was seconded and carried.

Marquerite VanDyke & Carol Willard Deputy County Clerks: VanDyke and Willard presented accounts payable and Payroll. Neves moved to approve the bills and payroll as presented. the **motion** was seconded and carried.

WHITE LINE LLC 25.50, BOB BARKER COMPANY, INC. 102.51, MARY BAIR 55.68, BASIN REPUBLICAN RUSTLER 887.00, TOWN OF BASIN 13,187.71, BIG HORN CO-OP MARKETING ASSN 271.11, BIG HORN CO-OP MARKETING ASSN 100.57, FIRE PROTECTION DIST. #5 224.40, BIG HORN COUNTY WEED & PEST CONTROL 220.00, BLAIR'S MARKET 149.79, BURLINGTON SERVICE STATION 189.35, CANON FINANCIAL SERVICES 411.59, CARQUEST AUTO PARTS 109.49, CARROT-TOP INDUSTRIES INC. 290.50, CK HARDWARE 23.76, CMI-TECO 876.00, CENTURY LINK 491.65, COVENANT INSURANCE GROUP INC. 2,530.00, DONNA K CAPELLEN 98.27, DOI/BLM 500.00, DEMCO 380.54, DOUBLE R SERVICE, LLC 3,736.00, DRY CREEK MOBILE WINDSHIELD REPAIR 60.00, TINA ELY 49.41, FAIRBANKS MEDICAL CONSULTING, PC 800.00, FIRE PROTECTION DISTRICT #3 100.98, RUSSELL FOWLER 71.26, FREMONT MOTOR CO. POWELL 268.82, FIRE PROTECTION & SAFETY 386.00, FOOD SERVICES OF AMERICA 10,672.74, CENGAGE LEARNING - GALE 125.40, GRETCHEN GASVODA KELSO 86.69, BRENT GODFREY 16.35, T-O ENGINEERS, INC 9,514.43, GREYBULL BUILDING CENTER 32.68, GREYBULL STANDARD 365.50, TOWN OF GREYBULL 229.51, HASKELL FUNERAL HOME 26.00, HEART MOUNTAIN FARM SUPPLY 366.40, WALTER HIBBERT 3,325.00, WESLEY HUBER 344.52, HIP TILLET 10,080.00, HONNEN EQUIPMENT CO. 70.73, I-STATE TRUCK CENTER 83.76, IDEMIA IDENTITY & SECURITY USA LLC 3,442.00, MICHAEL K JAMESON, JR 1,200.00, JOHN R. HALEY IV 3,799.94, KEEGAN, KRISJANSON & MILES, PC 540.00, CHRISTOPHER J KING, PC 375.00, MATT KORITNIK 187.50, LAIRD SANITATION 490.00, LAWSON PRODUCTS, INC. 259.55, LOVELL CHRONICLE 875.50, LOVELL CHRONICLE 68.00, TOWN OF LOVELL 555.16, CONNIE LOWE 513.00, KEELA M MANGUS 648.00, MAYES BROTHERS LLC 278.97, KRISTY MICHAELS 20.00, MILLER'S FABRICATION & CONST. 230.95, MINCHOW'S SERVICE 5,037.01, MONTANA-DAKOTA UTILITIES 1,407.67, MEDALLION VAULT & CASKET CO 620.00, MOUNTAIN MOTOR SUPPLY 13.24, KAMI NEIGHBORS 102.08, NORMONT EQUIPMENT COMPANY 1,770.00, NORTH BIG HORN SENIOR CITIZENS 750.00, THE OFFICE SHOP, INC. 5,613.43, ONSOLVE INTERMEDIATE HLDING COMPANY 6,900.00, THOMAS Y. PICKETT & COMPANY, INC 3,800.00, PLAN ONE ARCHITECTS 3,747.84, PITNEY BOWES GLOBAL 72.39, WILLIAM E. BRIDGES 6,751.42, PUBLIC DEFENDER 450.00, QUILL CORPORATION 184.09, THE RADAR SHOP, INC 63.00, RED APPLE SUPERMARKET 93.28, RIVERBEND PLUMBING & HEATING 350.00, ROCKY MOUNTAIN POWER 770.56, RURAL FIRE PROTECTION DIST. #1 297.64, SECURITY STATE BANK - PETTY CASH 13.92, SELBY'S 178.00, SOUTH BIG HORN SENIOR CITIZENS 916.67, STANLEY CONVERGENT SECURITY 4,443.00, KRISTI STEVENS 120.00, SYMBOL ARTS 1,257.75, TCT WEST, INC. 973.98, JESSICA THROSSELL 90.00, TRACTOR & EQUIPMENT CO. 131.71, TRAVELING COMPUTERS, INC. 7,890.99, TRI COUNTY TELEPHONE ASSOC. 66.62, TYLER TECHNOLOGIES, INC 165.38, SECURITY STATE BANK 10,449.62, UNIVERSITY OF WYOMING 13,460.00, VALLEY HARDWARE 34.47, LIBERTY E

VASTINE 5.80, VIRIL ELECTRIC, INC 282.60, VERIZON WIRELESS 1,245.90, WYONET, INC 2,290.40, FRED A. WERNER 323.10, COUNTY CLERKS ASSN OF WYOMING 100.00, WYO DEPT. OF HEALTH 47,544.78, WYOMING STATE 4-H FOUNDATION 305.00, WYOMING COUNTY TREASURER'S ASSN. 45.00, WYOMING GUARDIANS AD LITEM PROGRAM 5,520.51, YELLOWSTONE RADIOLOGY PC 287.00, THE PARTY PEOPLE LLC 1,800.00, JAMES E BILCK 210.00, TINA SCHENAVAR 150.00, TAYLA STEVENS 120.00, WAYNE E HUDSPETH 465.00, PATTI CARPENTER 37.50, POLECAT PRINTERY 272.73, MARWYN LAYNE 277.50, SERENA K LIPP 591.65

Library Foundation Board: Carrizales welcomed the board to the meeting and expressed the Commission's appreciation for their work on behalf of the Libraries. J. Koller presented opening remarks and introduced the Foundation, its organization, and the current board members. Koller summarized their funding sources, the creation of the endowment, and the findings of the consultant assessment that was done in September 2018. Koller shared that the Foundation intent is to offer their assistance and services. Carrizales shared the plans of the County to reinstate the Library as a standalone entity as well as the current status of the library system. There was discussion that many of the recommendations of the consultants could be helpful during the transition and moving the libraries forward. Craft shared the plans and timeline for board appointment, possible expansion to a five member board, the boards hiring of a replacement director and the logistics to setting up library business operations again. Carrizales suggested that a Commissioner sit on the Director interview panel. Koller shared that the consultants were chosen from a short list and close enough to be the logical choice noting that the Foundation Board was not necessarily in agreement with all the reports suggestions. There was discussion about the importance that the Foundation and Library Boards work together. Menke shared that the Friends is an important group to have involved as well. An organizational chart for participation of Boards, the Commission and citizenry assistance was presented by Foundation Board President C. Walton. Koller gave an overview of the restrictions that only earnings on the endowment funds could be spent as well as appropriate expenses for those funds noting that they could not supplant the county budgets. Information on items the Foundation has funded in the past was presented for Commission review. There was discussion about the need to jump start the transformation of the library system that is in need of some updating. Bair requested Cappellen to share the statewide collection management system. There was discussion regarding the statewide library system and how it relates to the Big Horn County Library collections. Carrizales asked if the Libraries and the proposed upgrades/changes reflect taxpayer wishes. A representative of the Friends groups suggested that hour changes are needed to accommodate a larger public. Koller shared that the consultant report sheds some light that might help guide changes to be considered. Smallwood shared that the Commission had requested that their IT provider do an analysis of the IT systems at the libraries and make recommendations what is needed as well as possible costs and cost saving ideas. D. Peranteaux, County IT gave a quick overview of their findings highlighting some concerns and solutions. Koller shared that he believes a library should be the soul of a community. Craft noted that a balance needs to be found and that the county's recent work on a long term strategic plan has been helpful to prioritize work and suggested that the library participants work on similar long term plans as well.

University Of Wyoming Extension: In attendance with Gasvoda were Barton Stam Caitlin Youngquist, Emily Dalin, and Kristy Michaels. The group shared activities for the past and upcoming year. Stam also discussed his study work with University of Wyoming faculty on the Forest Service's use of the Robel pole process. Stam summarized some of the issues and concerns with this method in the wide variety of rangeland in our area. Stam noted that they had received financial assistance for this research from a wide variety of sources including many producers. Craft shared that the Big Horn Mountain Coalition might be able to help with this work if he sees any need. Youngquist shared information on various webinars and other agriculture/horticulture education topics. Youngquist presented an overview of information on recent legislation regarding hemp production in Wyoming. Youngquist highlighted that differences between that plant and marijuana and noted that the entire process is strictly regulated to ensure plants don't contain the chemicals in marijuana that are used for other purposes. It was noted that a regulating agency and plan will need to be created in Wyoming before this crop could be considered. Youngquist noted that this will be a very risky crop for producers due to strict regulation and testing of crops. Carrizales shared concern that current crop issues may be behind this legislation and he is

wary that this might be chasing the dollar. Youngquist reiterated that the difference between hemp and marijuana is huge and that education will be the important part of this considered crop. Gasvoda shared the work of J. Vardiman and C. Marshall in Big Horn County and across the region. K. Michaels shared information on work she is doing on nutrition in Big Horn County. Gasvoda presented an overview of past, current and planned activities of 4H as well as the upcoming extravaganza scheduled for April 18, 2019.

Sheila Paumer – Fair Operations Manager: Paumer reported that a representative from Cleary Buildings did an inspection and determined that the Multipurpose Building at the fairgrounds is too airtight and condensation is due to ground water. Cleary will have their design staff create a plan for vents and large ceiling fans to prevent this issue in the future. Paumer noted that cost estimates for this remedy will be provided but work is not done by Cleary. Paumer reported that \$32,000 has been promised in Fair Book advertising and there is more to come. Paumer shared that she had to retain a cleaning deposit for the hall this past week giving an overview of the extensive cleaning required. Paumer also reported that the Lifeline Group also didn't clean as they should have so she sent them a letter clarifying future expectations. Paumer reported that Big Horn County Weed and Pest will spray weeds on the perimeter of the fairgrounds again this year. There was discussion about judges still needed and a possible out of state judge that could be a good alternative if some others don't work out. The next advisory committee meeting is set for 6:00p.m. April 15th.

Liquor License Renewals: Smallwood presented liquor license renewals for the following entities and recommended approval noting that the State as well as Sheriff Blackburn had reviewed the renewals and no concerns were noted. *Retail Liquor Licenses:* Hyattville BGG LLC (Hyattville Café), Paintrock Inn LLC, Debbie's Junction LLC, Deer Haven Mtn Resort LLC, Meadowlark Lake Lodge LLC, Good 2 Go Stores LLC (Lovell), Fossil Rock Tavern LLC, *Limited Club Licenses:* Midway Golf Club *County Retail Malt Beverage licenses:* Wyoming High Country LLC, Clark Place LLC, Hidden Treasurer Charters LLC *Winery licenses:* Mustang Mtn Winery LLC, Guest Ranch licenses: Shell Lodge Event & Adventure Company LLC Restaurant Liquor licenses: U.C. LLP (Wyoming High Country) Craft move to approve the liquor license renewals as presented, the **motion** was seconded and carried.

Proclamation of Sarcoidosis Awareness Month: A draft proclamation declaring April as Sarcoidosis Awareness Month was presented for consideration. Craft moved to proclaim April as Sarcoidosis Awareness month, the **motion** was seconded and carried.

Old and New Business: Smallwood presented minutes for the March 5th and March 19th meetings. Neves moved to approve the March 5th minutes as presented, the **motion** was seconded and carried. A typo was noted in the minutes from the 5th and was corrected before publication. Neves moved to approve the March 19th minutes as presented, the **motion** was seconded and carried. Smallwood presented bids for Public Health Furnace replacement. Craft recused herself from the process because she has a relative working for one of the bidders. Neves moved to accept the E & M bid for the furnace replacement. There was discussion that the project will be paid from the capital improvement budget. The **motion** was seconded and carried. Carrizales reported on bids he obtained to for replacement of the courthouse Kubota. Discussion indicated that there was not another manufacturer that had all the attachments and functions necessary for the various tasks at the courthouse. Neves moved approve the purchase the 2690 Kubota from Heart Mtn Farm Supply. The **motion** was second and carried. Neves shared information on signage being discussed for the Medicine Wheel, there was discussion about concern with some of the working on the proposed sign. Neves shared that he has told the group of his disagreement in time for the April 1st deadline. By consensus, the Commission agreed with Neves opinion. Neves reported that the Big Horn Technical working group for Big Horn Lake will be holding a meeting April 11th. There was discussion among the working group that a software change is being proposed that would switch from monthly to daily monitoring of lake levels. Neves shared that the change will effect Boysen and Buffalo Bill dams as well. Neves shared that he has not had enough time with this group to fully understand what this change may mean so he is not ready to make a recommendation yet. Carrizales expressed his appreciation for Neves work to understand the issues and find workable solutions. There was discussion about control of waterways and how it is delegated. There was also discussion regarding concern with how

daily data will be used and how it may or may not benefit all involved. S. Brown noted that the Community of Lovell would be pleased to have all three Commissioners in attendance at that planned meeting.

Good of the County: Financial Statements: Lori Smallwood-County Clerk (March 2019)

Monthly Report(s) and prepared correspondence review: Weed & Pest Minutes (February 2019); Solid Waste Minutes (February 2019); LEPC Minutes (February 2019) **Bonds:** L. Osmond – Rec. District #4 (\$20,000); R. Crosby- Sidon Irrigation District; S. Burnham – Lovell Bench Drainage Dist. (\$1,000); G. Jolley – Lovell Bench Drainage Dist. (\$1,000); L. Mickelson-Hunt Canal Irrigation Dist. (\$10,000)

Neves 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 April 2, 2019.

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