

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: **December 5, 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 plow truck repairs, culvert work and additional culverts that need replaced. Hovey reported on issues with a fence built on Horse Creek Road in the right of way. Hovey reported that there is an option to lease mowers at \$5,000/month which is about the how long it would take to do the county areas. Hovey reported on some planned crack sealing work. Hovey will look into options for replacing the Plow truck. Wambeke reported on chips hauled to Beaver Creek Road, crusher work and some build up work on Road 1. Hyde asked about the road closed sign on the bridge that crosses the Shoshone River outside of Lovell. There was discussion about the road and bridge as well as MDU's interest in using a casing on that bridge. Carrizales asked Bridges to research and make recommendations on how to handle that bridge as time permits. Wambeke and Bridges presented and recommended approval of utility permits for Road 1N and Lane 12. Craft moved to approve both permits as presented, the **motion** was seconded and carried. Bridges reported that the FEMA mitigation interested letter has been submitted and once approval is received a grant application will be due the end of December.

E. Rasmussen and G. Blenkinsop attended to give the Commission an overview of the status of the franchise agreement with Charter Communication. Blenkinsop recommended approval of the agreement with one final change. Craft moved to approve the Charter franchise agreement with finalized changes, the **motion** was seconded and carried. Carrizales will sign the final document upon completion.

Bridges reported that the initial location for the Coroner building doesn't have good access to sewer connection which adds costs of at least \$10,000. The lot across C Street does not have the same utility access issue. By consensus the Commission agreed to move forward with locating the Coroner building in the Courthouse Square with the option to revise location if further information indicates.

Carl Meyer - Airport Manager: Meyer gave an update on airport activities and shared the engineer's activity report from the waterline project. Meyer shared WYDOT's review (Aviation System Plan) of the Greybull airport. Meyer reported that most of the items noted on the report are not applicable to our rural airports. Smallwood presented the 2018 NAVAID Maintenance Agreements for Cowley and Greybull. Craft moved to accept the agreements as presented, the **motion** seconded and carried.

Shelia Paumer – Fair Operations Manager: Paumer gave an update on department activities and the Advisory Committee meeting held December 4th.

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 57.85, ATLANCO 3,798.12, BOB BARKER COMPANY, INC. 402.84, BASIN PHARMACY 1,706.14, TOWN OF BASIN 11,395.50, BIG HORN CO-OP MARKETING ASSN 60.97, BURLINGTON SERVICE STATION 17.76, CMI-TECO 235.88, CENTURY LINK 490.02, CATHLEEN COLLINS 90.62, CHARTER COMMUNICATIONS 101.47, CRUM ELECTRIC SUPPLY CO. 77.22, DEMCO 381.74, TINA ELY 46.27, FRONTIER TIRE LLC 25.00, GIS WORKSHOP 775.00, GALLS, LLC 75.94, CHRISTINA GREENFIELD 48.61, ANTHONY GILES 180.00, GREYBULL BUILDING CENTER 14.49, JOY H HILL 137.22, JOHN G. HYDE 419.11, INTERNET DOMAIN NAME SERVICES INC 160.00, MICHAEL K

JAMESON, JR 1,200.00, JOHN R. HALEY IV 193.95, KANE FUNERAL HOME 380.00, LEXIS NEXIS MATTHEW BENDER 253.68, LINTON'S BIG R 842.80, LOVELL CHRONICLE 160.00, TOWN OF LOVELL 309.36, MINCHOW'S SERVICE 6,231.30, MONTANA-DAKOTA UTILITIES 808.96, MOUNTAIN STATES LITHOGRAPHING, LLC 65.42, MOUNTAIN VALLEY MOTORSPORTS 602.67, KAMI NEIGHBORS 75.97, O'REILLY AUTO PARTS 3,524.85, THE OFFICE SHOP, INC. 411.62, BRENT & CRYSTAL PARSONS 7,000.00, PARK COUNTY IMPLEMENT 1,062.23, KAYE PENNO 380.00, THOS. Y. PICKETT & COMPANY, INC 1,600.00, PURCHASE POWER-PITNEY BOWES 125.51, WILLIAM E. BRIDGES 6,830.71, QTPOD 11.96, RURAL FIRE PROTECTION DIST. #1 334.34, SHOPKO STORE OPERATING CO, LLC 82.93, VONDA I SOUTHARD 285.00, JOHN S SQUIRES 742.50, KRISTI STEVENS 48.75, SYSCO FOOD SERVICES 33,100.08, TCT WEST, INC. 6,538.15., TCT WEST, INC. 971.47, TIGER MEDICAL 1,917.76, THOMSON REUTERS - WEST 229.15, TRACTOR & EQUIPMENT CO. 3,822.47, TRAVELING COMPUTERS, INC. 5,829.47, TRI COUNTY TELEPHONE ASSOC. 66.33, TYLER TECHNOLOGIES, INC 915.38, SECURITY STATE BANK 1,667.63, VALLEY HARDWARE 34.44, VERIZON WIRELESS 1,515.69, WYONET, INC 2,242.40, WAVES WEB DESIGN 350.00, WYOMING FIRE SAFETY 205.00, WY DEPT OF ENVIRONMENTAL QUALITY 400.00, ZUMAR INDUSTRIES, INC 213.71, BONNIE S MORRIS 22.50, TRUDY CRAFT 6.30, DOROTHY J MILLER 180.00, JAMES A WOODY 75.00, SERENA K LIPP 121.01

Joy Hill – BHC Land Planner: Hill gave an update on department activities. Hill presented the draft DEQ delegation agreement. Hyde moved to approve the DEQ delegation agreement as presented, the **motion** was seconded and carried. Hill gave an overview of flood plain development work and permits in process for a number of areas throughout the county. Two flood plain development permits for Marathon oil were presented and recommended approval. Hyde moved to approve the permits as presented, the **motion** was seconded and carried. Hill gave an overview of historic study regarding development permits and various plans, compliance permits and development permits. Based on current information Hill suggested a revision of the development permit process that would supersede all previous regulation, and compliance policies. There was discussion regarding septic permit process that has been done to date for the Town of Greybull in their industrial park and possible continued concerns regarding the potential development south west of the Town of Greybull in the bluffs area that is being considered for annexation. Hyde moved that Big Horn County will not be the permitting agency for septic systems within municipality boundaries unless there is a signed written agreement with the municipality. The **motion** was seconded and carried. Hill will prepare a letter to go to all potentially impacted municipalities.

Hyde moved to go to executive session for potential litigation, the **motion** was seconded and carried. Craft did not attend the session due to potential conflict of interest. The session was adjourned with no action taken.

Old and New Business: Smallwood presented applications for appointment to the Predator Management Board. Hyde moved to appoint N. Jolley and S. Fox to the Predatory Management Board, the **motion** was seconded and carried. Smallwood presented applications for the Land Planning Commission. Hyde moved to reappoint A. Bair to Land Planning Commission, the **motion** was seconded and carried. Minutes for the November 7th and 21st meetings were presented for approval. Hyde moved to approve both sets of the minutes as presented, the motion was seconded and carried. Homeland Security Contacts forms, a Public Health program support letter and delinquent report letters to special districts were presented for signature.

Smallwood presented Good the County Items and Mail: **Financial Statements:** Serena Lipp- Clerk District Court (November 2017) **Monthly Report(s) and prepared correspondence review:** Weed and Pest Minutes (October 2017) **Cancellation of Taxes:** Prima Explorations, Inc.-Parcel # 00-95-312-00000

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
December 5, 2017

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