

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: February 5, 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 Neves. The agenda was presented, a **motion** was made by Craft to accept the agenda as amended, the motion was seconded and carried.

Willie Bridges-B.H.C. Engineer and Road & Bridge: Hovey reported on work completed, in progress and a culvert to be replaced on Road 10. Hovey presented and recommended approval of a utility permit on Lane 38 for M. Riley. Craft moved to approve the permit as presented, the **motion** was seconded and carried. S. Jones attended to thank the Road and Bridge crew for their work on the road to Wardell Reservoir and shared a concern with the S turn coming up the hill requesting some correction due to accidents. Hovey noted that a bigger culvert/drain would need to be installed and guard rail might also help. Jones noted he would furnish the railing if the county would be willing to install. There was discussion that the county can't afford to install guard rail on all possible areas and drivers need to be more responsible. Hovey noted that a longer culvert would help straighten out the curve. Bridges noted that guardrail is not currently the best solutions and the widening of the corner and adding some delineator/reflector posts would be more helpful and cost effective. Hovey will look into it and get some corrections made. Wambeke reported on work completed and in progress. Bridges reported on his meeting with WYDOT on the GP Road. There was discussion of applying for project funding via the CRIP program which is an 85/15 grant split. Bridges noted the competitive process and road swaps that were suggested and might be a good fit. Highway 35 north of Cannery Road that is under 2 miles and/or Highway 33 south of Lovell that is also about 1 mile. Another suggested swap was the Golf Course Road west of Basin. Bridges gave an overview of the process before the county would take over any of those sections. There was discussion about the WYDOT fencing and how that obligation could play out for county. By consensus the Commission agreed that the grant should be pursued. Bridges also gave the Commission an overview of the IRP program noting it is a 50/50 program. Carrizales reminded Bridges that Georgia Pacific should be pursued as a project funding partner. Bridges gave an overview of his discussion with WYDOT on their project near Lane 38 and the possibility that the county would be able to use some of the excess millings on Lane 38. Bridges will coordinate the work with WYDOT this summer. Bridges summarized some of the issues that have held up substantial completion status on the Coroner building. Bridges presented the secure courthouse project contract and the change order as previously discussed for signature. Craft moved to approve the contract and change order number one with O'Dell construction as presented, the **motion** was seconded and carried. Bridges asked the Commission about the petitions previously submitted by the Scharen Subdivision and the decision that needs to be made if the petition will be accepted. Bridges gave an overview of the process that needs to be followed to review the request. Craft moved to pursue the petitions a presented and noted that she looks forward to the research and work this will be begin. Carrizales noted he was also in favor of this pursuit. The Commission agreed to appoint Bridges to do the necessary petition review. Bridges noted that a complaint had been received about oversized load being hauled across the bridge on **Davis Road (correction made 4/2)**. Bridges referred the investigation to WYDOT, noting that GK construction had provided the necessary permit information. There was discussion about options were the movement of the load if the bridge would not support the load.

Del Atwood- Coroner: Atwood attended to present an operations plan and the hiring of a part time administrative/lab assistant. Atwood noted the plan will provided some additional income. Carrizales asked about utilities costs for the building and the rate of pay proposed for the part time assistant. Neves asked about the statement in the plan about anticipated income and the revenue possibly covering the additional staffing.

There was discussion about Deputy Coroner appointments. By consensus the Commission agreed to the proposed operations/staffing plan and for an unclaimed burial procedure and needed supplies.

Wes Huber – Airport Manager: Huber reported that the application for the summer drag racing season has been submitted to the FAA and that the notification for alteration at the Cowley Airport has also been submitted. Huber introduced G. Cheatham, presented a map of the Greybull airport hangar lots and the proposal for a lot lease in a currently un plotted area. Huber reported that a plotting cost is still pending from T.O. Engineering. Cheatham gave an overview of his plans and building design. Cheatham noted the building would comply with all minimum standards except the galvanized metal not being painted due to the nature of a quasit building. Cheatham noted that front would be painted to eliminate the reflective surface that could be an issue for pilots. Cheatham requested preliminary consent for project to move forward. Cheatham noted that there are buildings identical to his proposal currently at the airport. Huber noted that the variance would not be an issue. By consensus the Commission agreed to the variance and moving this project forward. C. Cooley attended on behalf of Bairco to present the lease agreement and amendments for the variance previously discussed in the prior Commission meeting for signature. Carrizales asked what specs will be followed for the maintenance and work. Cooley noted that most would be according to industry standards for each, adding that the items are on county property and will be to County requirements. Craft moved to sign the lease and the amendments/variances pending Marcia's review and approval, the **motion** was seconded and carried.

Huber requested an executive session for personnel. Craft moved to go to executive session for personnel, the motion was seconded and carried. The session was adjourned and the resignation notice of the Cowley Airport Assistant Manager was acknowledged.

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

LETITIA C ABROMATS, PC 3,307.83, ALSCO 87.74, AMERICAN WELDING & GAS INC. 121.48, AC ELECTRIC LLC 1,059.40, AGGREGATE INDUSTRIAL MACHINERY, INC 3,033.25, ASCENT AVIATION GROUP, INC 60.00, DEL ATWOOD, JR 944.6, WHITE LINE LLC 2,600.00, MEGAN BROWN 10.21, BASIN PHARMACY 699.43, BASIN REPUBLICAN RUSTLER 120.00, TOWN OF BASIN 12,178.21, BIG HORN COUNTY SCHOOL DISTRICT #4 5,000.00, BIG HORN CO-OP MARKETING ASSN 37.59, BIG HORN CO-OP MARKETING ASSN 64.98, BIG HORN DRUG TESTING 3,525.00, BIG HORN RADIO NETWORK 969.60, BIG STATE INDUSTRIAL SUPPLY, INC. 200.46, BIG HORN COUNTY WEED & PEST CONTROL 220.00, BURLINGTON SERVICE STATION 155.19, CANON FINANCIAL SERVICES 338.66, CENTURY LINK 550.86, COPENHAVER, KATH, KITCHEN 150.00, COVENANT INSURANCE GROUP INC. 2,530.00, TOWN OF COWLEY 156.60, DEB CRAFT 391.61, CREATIVE CULTURE INSIGNIS, LLC 1,494.80, DASH MEDICAL GLOVES 1,080.00, DEMCO 202.64, DOUBLE R SERVICE, LLC 815.00, LARAE DOBBS 30.00, TINA ELY 15.74, FOOD SERVICES OF AMERICA 18,994.09, TOWN OF GREYBULL 229.51, HD FILTERS LLC 77.55, WESLEY HUBER 401.14, HOME TECH SOLUTIONS 1,150.00, HONNEN EQUIPMENT CO. 637.65, J&E, INC. 1,315.46, MICHAEL K JAMESON, JR 1,200.00, BOBBIE JENKS 110.78, K&B ENTERPRISES 114.44, CHRISTOPHER J KING, PC 675.00, KELCO SUPPLY COMPANY 293.42, LAWSON PRODUCTS, INC. 329.40, LOVELL CHRONICLE 204.00, TOWN OF LOVELL 317.56, CONNIE LOWE 523.00, MAYES BROTHERS LLC 322.97, MCKESSON MEDICAL SURGICAL 1.06, MINCHOW'S SERVICE 13,856.93, MONTANA-DAKOTA UTILITIES 1,482.59, HILLARY G. MULLEY 36.56, KAMI NEIGHBORS 336.98, DAVID O NEVES 497.97, O'DELL CONSTRUCTION, INC 58,333.50, O'REILLY AUTO PARTS 865.54, THE OFFICE SHOP, INC. 814.62, ANGELA PARKER 92.22, PARK COUNTY CLERK 26.27, PLAN ONE ARCHITECTS 855.68, PURCHASE POWER-PITNEY BOWES 185.04, PRO-VISION INC 23.31, PSTC 399.00, WILLIAM E. BRIDGES 11,075.02, QUALITY TIRE COMPANY 2,671.17, QUILL CORPORATION 78.99, RED APPLE SUPERMARKET 80.79, ROCKY MOUNTAIN POWER 1,531.88, SOUTH BIG HORN COUNTY HOSPITAL DIST 3,833.33, SOUTH BIG HORN COUNTY HOSPITAL

2,425.09, TCT WEST, INC. 6,425.14, TCT WEST, INC. 974.28, TRAVELING COMPUTERS, INC. 912.18, TRI COUNTY TELEPHONE ASSOC. 66.62, SECURITY STATE BANK 13,789.12, VALLEY HARDWARE 193.41, VIRIL ELECTRIC, INC 914.34, VERIZON WIRELESS 1,039.84, WYONET, INC 2,242.40, WYOMING STATE FIRE ADVISORY BOARD 300.00, FRED A. WERNER 503.99, WORLAND CLEANERS & SUPPLY 756.69, WYO. LAW ENFORCEMENT ACADEMY 1,100.00, WYOMING STATE FORESTRY DIVISION 5,843.27, WYOMING MACHINERY COMPANY 323.85, Y2 CONSULTANTS, LLC 10,184.61, MECHANICAL MASTERS 220.95, GARY BRINK INC. 3,752.00

Craft moved to go to executive session for personnel, the **motion** was seconded and carried. The session was adjourned. Craft moved to terminate the employment of Angela Parker effective immediately, the **motion** was seconded and carried.

Angela Parker – Land Planning: Report Cancelled.

Fred Werner – Facilities Management: Werner reported on the recent Fire Marshall inspection and gave an overview small corrections that will be made. Werner gave an overview of plans to prepare the REA building/South BHC Annex building for occupancy. By consensus the Commission requested Werner move forward with the changing of garage doors to accommodate the S & R crash truck.

Sheila Paumer – Fair Operations Manager: Paumer gave an overview of the Fair Advisory Meeting held on the 4th and reported on an event called the Dinosaur Circus that will be held at in the parking lot of the Fair grounds on 6/21/19. By consensus the Commission agreed with Paumer’s recommendation to allow this event at the fairgrounds. Paumer reported on grooming being done by the Crouse family in the multipurpose building and the need to install a larger gate for equipment to move in and out.

Old and New Business: Smallwood presented an amendment to the County Health Officer contract. Craft moved to approve the amendment as presented, the **motion** was seconded and carried. Smallwood presented an amendment to the current Public Health Contract. Neves moved to approve the amendment as presented, the **motion** was seconded and carried. The award notice from the Wyoming Business Council for the Antelope Butte carpet lift was presented. Neves moved to approve the award notice as presented, the **motion** was seconded and carried. Smallwood presented minutes for approval from the January 22, 2019 meeting. Craft moved to approve the minutes as presented, the **motion** was seconded and carried.

Craft gave an overview of the work the Dispersed Camping Committee will do and recommended the following citizens for appointment to the Committee. Clifford, Mayland, Dena/Dalin Davis, K. Angell and Sara/Eric Welling. Craft noted there will be other opportunities for interested parties to participate. Neves moved to accept the committee recommendations made by Craft, the **motion** was seconded and carried. Neves gave an overview of the recent request of folks to be added to the NRMP Committee and shared the Committee’s opinion that additional voting members aren’t needed given how far along in the process the project. It was noted that all meetings would be open to those in interested and recommendations will be solicited. By consensus the Commission agreed with the Committee.

Good of the County: **Financial Statements:** Lori Smallwood – County Clerk (January 2019); Serena Lipp (Corrected Dec. 2018 & January 2019) **Monthly Report(s) and prepared correspondence review:** LEPC Minutes (November 2018); Planning and Zoning (December 2018) **Bonds:** C Kampbell – School Dist. #4 (\$10,000); S. Wilkinson – Greybull Rec. Dist (\$5,000); P. Thur – Town of Greybull (\$50,000); M. Owen- Town of Burlington (\$25,000); D. Hibbert – Town of Burlington(\$20,000); J. Wildman – Fire Dist. #3 (\$100,000) **Cancellation /Rebate of Taxes:** Anderson Prop Mgmt/Lance Anderson Parcel # 03-16-013-00134

Craft 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
February 5, 2019.

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