

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 19, 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 Craft to accept the agenda as amended, the motion was seconded and carried.

Willie Bridges-B.H.C. Engineer and Road & Bridge: Bridges reported that Coroner Building substantial completion had been granted and Atwood has moved in noting that advertisement for final payment will be done shortly. Carrizales asked about issues substantial competition being granted may create and problems being addressed prior to final payment being issued. Bridges assured the Commission that all issues will be corrected and addressed. Bridges reported that work on the secure court project had begun. Bridges reported that the WYDOT project that may utilize Lane 13 for hauling has been bid and he will confirm an agreement is in place for that activity before it begins. Bridges noted that septic permits have been quiet however there has been a complaint regarding a septic issue near Shell that he will research and begin any necessary notifications. Bridges reported that there is a simple subdivision for Schatz that has been in progress and was planned for Commission approval the first meeting in March. Bridges noted the package appears it was ready for Planning and Zoning Commission approval and asked if his attendance to present that will be required. There was discussion regarding increasing J. McBride's hours during the temporary staffing issue in Land Planning. Bridges will develop an agenda and conduct the February 28th Planning and Zoning meeting needed for the approval of the pending Schatz subdivision. Bridges noted that a WYDOT inspection determined the Davis Lane Bridge is safe after the large load that crossed it earlier this year. Bridges added that the weight rating will be upgraded per WYDOT's direction. It was noted that additional guidelines had been issued by WYDOT and some other bridge weight restriction signs will change. Bridges presented a support letter for the South End Water Users District grant application to conduct a water study on expanding their service. Bridges gave the Commission an overview of the districts service area and project process. Craft moved to sign the letter of support as presented, the **motion** was seconded and carried. There was discussion about Road and Bridge staff attending the WYT2 training on asphalt maintenance in March. There was discussion regarding a letter of supported needed for the Alkali Reservoir Project similar to the one done for the Leavitt project. Bridges noted that preliminary review doesn't raise any flags for him and he is in support of the project noting that the proposed county road crossings will be well managed to avoid any issues. Craft will draft the letter for Commission approval. The Commission expressed thier appreciation for the additional work that Bridges is doing to help keep things moving in Land Planning.

Wes Huber – Airport Manager: Huber shared the draft advertisement for the North Airport Assistant Manager position. Craft shared her conversation with the exiting employee and some of the concerns shared by the employee. Topics to be reviewed include the required schedule of 24 hours a day 365 days a year was a concern as well as paying a relief if he needed to be away.

Huber gave an update on the Cheatham hangar and the unplotted lot he wishes to use which would be labeled lot 38. T.O. Engineering provided quotes of \$3,500 to plot just the one additional lot and \$6,500 to plot an additional ten. By consensus the Commission suggested Huber contact Cheatham with the cost and inquire about his willingness to pay this since there are other lots available that wouldn't require this expense. Huber requested authorization to transport misc. airport equipment to his residence to facilitate maintenance and repair work and eliminate the need to haul tools to the airport. Bean expressed concerns with insurance coverage and movement of county property to personal property. It was determined the items would remain on Airport property. Huber reported that FAA approval of the Cowley Airport Hangar Construction project had been

received and that the Greybull project and racing season approvals were still pending. The updated Greybull Airport Layout plan that reflects the SRE building addition was presented for signature. Neves moved to accept the plan update as presented, the **motion** was seconded and carried.

There was discussion about the Bairco Lot Lease for the hangar project and needed revisions to the lease. Carrizales requested Bean and Huber work together to make needed corrections to this pending lease agreement as well as the general template.

Bobbie Jenks – BHC Public Health: Jenks presented the department report and additional duties being done by current staff while they are down a nurse. Jenks reported that a staff member will be sent to a translation certification course and that some funding may be requested. Jenks reported on the current vaping issues local school districts and parents are struggling with and expressed the urgent need for some help raising awareness and developing tools to combat the problem noting that the prevention funding might be the best suited for the quick response needed

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

DEL ATWOOD, JR 283.78, BOB BARKER COMPANY, INC. 787.51, BASIN REPUBLICAN RUSTLER 160.00, BIG HORN RODEO CIRCUIT 100.00, BIG HORN CO-OP MARKETING ASSN 398.06, BIG HORN CO-OP MARKETING ASSN 28.18, BIG HORN CO-OP MARKETING ASSN 24.00, BIG HORN CO-OP MARKETING ASSN 261.96, BIG HORN CO-OP MARKETING ASSN 130.63, FIRE PROTECTION DIST. #5 224.40, BIG HORN RURAL ELECTRIC CO. 637.65, BILLINGS CLINIC TRAINING CENTER 17.00, CARDINAL HEALTH 110 LLC 3,409.2, CARQUEST AUTO PARTS 1,198.64, CHARM-TEX, INC 1,669.38, CMI-TECO 209.57, CENTRAL DRUG SYSTEM 3.50, BIG HORN COUNTY TREASURER 1,175.85, COVENANT INSURANCE GROUP INC. 2,530.00, CHARTER COMMUNICATIONS 109.98, CRUM ELECTRIC SUPPLY CO. 214.01, DEMCO 196.64, DOUBLE R SERVICE, LLC 334.00, FAIRBANKS MEDICAL CONSULTING, PC 800.00, FIRE PROTECTION DISTRICT #3 100.98, FIRE PROTECTION DISTRICT #4 291.72, FOOD SERVICES OF AMERICA 8,989.77, GREYBULL STANDARD 33.00, HD FILTERS LLC 14.64, HEART MOUNTAIN FARM SUPPLY 94.51, HIP TILLET 21,240.00, J&E, INC. 25.09, JEFFRIES DENTAL, PC 215.00, JOHN R. HALEY IV 381.35, KEEGAN, KRISJANSON & MILES, PC 260.00, JOHN ANDREW, LLC dba KEELE SANITATI 155.00, CHRISTOPHER J KING, PC 700.00, KELCO SUPPLY COMPANY 597.82, BECKY A. LINDSEY 341.25, ERIC MANN 53.54, MCINTOSH OIL COMPANY 5,050.70, SARAH N. MILES 150.00, HOPE MENDEZ 52.78, TED MENKE 38.28, MODERN MACHINERY 211.68, MORTECH MANUFACTURING CO., INC 10,716.00, STATE OF MONTANA DEPT. OF JUSTICE 1,800.00, MOUNTAIN ELECTRIC OF WYOMING 1,310.00, MOUNTAIN MOTOR SUPPLY 9.99, MURDOCH OIL, INC. 308.57, NORTH BIG HORN HOSPITAL DISTRICT 157.00, NORTH BIG HORN SENIOR CITIZENS 750.00, THE OFFICE SHOP, INC. 405.55, OFFICE ALLY 35.0, HOMAX OIL SALES INC. 91.55, PARK COUNTY CLERK 37.2, PUBLIC DEFENDER 450.00, RED APPLE SUPERMARKET 47.23, RIVERBEND PLUMBING & HEATING 75.00, ROCKY MOUNTAIN POWER 1,504.05, RANDY L. ROYAL 40.00, RURAL FIRE PROTECTION DIST. #1 297.64, KRISTEN J SCHLATTMANN 650.00, SHERRI SCHELL 612.00, SOUTH BIG HORN COUNTY HOSPITAL 346.00, SOUTH BIG HORN SENIOR CITIZENS 916.67, SOUTH BIG HORN SENIOR CITIZENS 329.18, THOMSON REUTERS - WEST 170.05, TITAN MACHINERY, INC 246.06, TRACTOR & EQUIPMENT CO. 419.05, TRAVELING COMPUTERS, INC. 6,595.94, SECURITY STATE BANK 1,248.48, VALLEY HARDWARE 1,100.43, JEANNE M VANGELDER 38.28, WYOMING PEACE OFFICERS ASSOCIATION 460.00, FRED A. WERNER 499.99, WESTERN STATES SHERIFFS' ASSN. 100.00, WEX BANK 5,330.69, WYOMING ASSOCIATION OF FAIRS 50.00, WYOMING DEPT OF HEALTH 85.00, WYOMING GAS 4,433.55, WYOMING STATE FORESTRY DIVISION 5,842.27, WYOMING SECRETARY OF STATE 90.00, Y2 CONSULTANTS, LLC 1,793.34, JIM WARNER dba SADDLE SHOP 200.00

Rich Greenwood -Anderson introduced Rich Greenwood (Greenwood Mapping) and stated that he is willing and qualified to take over the county's parcel mapping work that had previously been done in the Land Planning office. Greenwood gave an overview of the mapping work he currently does for the county and their interest in helping with the parcel mapping for our county. Greenwood noted that he is flexible to do this work long or short term. Discussion clarified that the current contract is for Web mapping and costs \$5,000/year which requires we producing the data and provide it to him. Greenwood gave an overview of the data production they would take on and bill at an hourly rate noting that similar work in other counties averages \$5,000 to \$7,000 per year. Neves asked Anderson about training in her office to eventually take over it, Anderson express her willingness but noted that this is a very complicated program that takes a lot of training and practice to become proficient. Neves asked how maps would be provided to the general public as had previously been done by Land Planning. Greenwood shared that digital maps are most common practice and paper maps might be a service the County should consider discontinuing. There was discussion about the needs of emergency responders and other when a paper map is the best logistical option. Greenwood shared that they could produce files that could be emailed to any number of areas with large format printers for production. Greenwood shared some recruiting ideas for the replacement of the County's Land Planner and suggested it might be possible for neighboring counties to share a position. After the discussion and consideration Craft moved to contract with Greenwood Mapping to provide GIS services as discussed for one year with a not to exceed amount of \$7,000, the **motion** was seconded and carried. The Commission requested that Bean work with Greenwood to develop that contract for signature.

Karen Sylvester – County Prevention Funding: Sylvester presented a draft budget request from the Coalition for upcoming program work they have identified as important and would like to do asap using the state prevention grant funding. Planned work includes Connect – Training for Professionals & Communities in Suicide Prevention and Response; ACES - Training for District Personnel, Mental Health Providers, School Boards and key stakeholders in Adverse Childhood Experiences and their impact on prevention efforts; Visual Observation Specialist Services and training; Vaping Education Campaign; attendance of one Coalition member at the annual Methamphetamine Conference in Casper as well as needed training supplies/expenses and advertising materials. Neves moved to approve the training budget as presented by the Coalition, the **motion** was seconded and carried. Listen to the recording.

LaRae Dobbs - Big Horn County Emergency Management Coordinator Dobbs attended to provide the Commission information the workshop held for long term power outage planning that will be discussed further at their March 5th meeting.

Old and New Business: Smallwood presented the liquor license transfer from 1886 Settlement back to Paintrock Inn for retroactive approval. This transfer inadvertently missed presentation at the February 5th meeting. Craft moved to approve the transfer as presented the **motion** was seconded and carried. Smallwood presented the renewal MOU for Cooperative Frequency Usage between the Forest Service and Big Horn County Law Enforcement. Neves moved to approved the MOU as presented, the **motion** was seconded and carried.

Good of the County: Bonds: B. Tippetts – Sunlight Drainage Dist. (\$1,000); B. Tippetts – Sunlight Drainage Dist. (\$1,000); D. Bishchoff – Lovell Drainage Dist. (\$1,000)

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
February 19, 2019.

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