

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 6, 2018** 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 Craft to accept the agenda as amended the motion was seconded and carried.

Willie Bridges-B.H.C. Engineer & Road and Bridge: Hovey reported on crack sealing and snow plowing efforts in recent weeks. There was discussion regarding courtesy plowing of private lanes, Hovey asked for commission guidance on these requests due to the time they require. Discussion determined that only in cases of emergency and stranded occupants or as time/safety allows should private drives be plowed by county staff. There was also discussion regarding state highway approaches that get plowed over. Bridges suggested contacting WYDOT about the issue. Bridges will draft a letter to be sent regarding the concern. Wambeke reported on work on Road 3 and plowing activities. Carrizales suggested the both foreman look at yard cleanup and getting rid of items and equipment that aren't being used.

Bridges presented a utility permit for Lane 5 recommending approval and waiving of the cut fee as has been done with similar piped irrigation water permits. Craft moved to approve the permit as presented with cut fees waived. The **motion** was seconded and carried. Bridges presented a resubmission of the utility permit for Road 1 from the Town of Deaver for the water line project redesigned as requested by the county. Craft moved to approve the permit as presented, the **motion** was seconded and carried. Bridges gave a summary of Lane 1/Lane 57 maintenance billing received from Washakie County and recommended payment in accordance with the agreement. Bridges presented a contract from Plan One for the architect work on the coroner building. Hyde moved to approve the contract as presented, the **motion** was seconded and carried. Bridges summarized comments received from a land owner regarding the plan to change a portion of Road 12 ½ to Lovell Lakes Road. Bridges said he understands their complaint however he believes the benefits of the change outweigh the inconvenience. Hill reported on feedback she has received and the minimal changes that will be required by this correction. Hill stated her research indicates that mapping errors may have been what erroneously named that road as 12 ½. Hill and Bridges recommend moving forward with the renaming at the next meeting. Carrizales shared his conversation with the homeowners and requested some sort of consensus be reached. There was discussion about consensus verses the importance of fixing errors when they are found to avoid compounding issues. Further discussion determined the work needs to proceed and a letter will be sent clarifying the issues further and informing land owners effected that the final decision to move forward will be made that the February 20, 2018 Commission meeting. Bridges and Hill will draft the follow up letter for Commission approval and signature.

Bridges requested an executive session for potential litigation. Hyde moved to go to executive session. The **motion** was seconded and carried. The session was adjourned with no action taken.

Carl Meyer - Airport Manager: Meyer reported on department activities and the Greybull water project. Meyer reported that he contacted the County Attorney regarding the Sheppard Lease issue and received a message stating that they have not completed a draft to pursue the unlawful detainer for this issue. Meyer asked if it would be better if the Airport took the issue back and retained a civil attorney.

Hyde moved to go to executive session for potential litigation, the motion was seconded and carried. The executive session was adjourned with no action taken.

Meyer presented a Cowley Airport lot lease agreement to change the name from the current holder to his business name. Hyde moved to approve the lease change as presented, the **motion** was seconded and carried.

Jerry Ewen – Leavitt Reservoir Co-Operators Meeting: Ewen in his duty as a representative for the County presented information regarding the Leavitt Reservoir project and work of environmental impact study to determine recommendation for the project. Ewen gave an overview of the project plans and various options that were discussed at the most recent meeting. Ewen reported that agencies in attendance included the Bureau of Land Management, Environmental Protection Agency, WY Department of Game & Fish and The Army Corp of Engineers. Ewen shared the some of the plans may disrupt county roads and clarified that the project costs include the necessary funding for changes that may be required. Joy Hill clarified that flood plain concerns are expanding as well. Ewen reported that a draft environmental impact study (EIS) will be issued in May with the a planned 10 day advance release to cooperators. The final EIS will be completed in September which will finalize the NEPA process and clear the way for the final project design to begin. There was discussion regarding interest or concerns in the area and that support seems to be universal because of water shortage in the area.

Marquerite VanDyke – Deputy County Clerk: VanDyke presented accounts payable and payroll. Hyde moved to approve the bills and payroll items as presented, the **motion** was seconded and carried.

ALSCO 57.85, AMERICAN WELDING & GAS INC. 223.17, ASCENT AVIATION GROUP, INC 60.00, DEL ATWOOD, JR 484.00, B&G INDUSTRIES LLC 27.50, BOB BARKER COMPANY, INC. 1,065.21, BASIN PHARMACY 999.32, BASIN REPUBLICAN RUSTLER 446.00, BASIN REPUBLICAN RUSTLER 80.00, TOWN OF BASIN 12,630.41, BIG HORN CO-OP MARKETING ASSN 44.40, BIG HORN CO-OP MARKETING ASSN 24.47, BIG HORN COUNTY SOLID WASTE DIST. 4.90, FIRE PROTECTION DIST. #5 156.00, BIG HORN ENGRAVING & SIGN 17.50, BIG HORN RURAL ELECTRIC CO. 2,068.09, BILLINGS CLINIC TRAINING CENTER 17.00, BLAIR'S MARKET 14.68, CALIFORNIA CONTRACTORS SUPPLIES 201.08, CANON FINANCIAL SERVICES 520.25, CARQUEST AUTO PARTS 555.49, CK HARDWARE 39.35, CMI-TECO 23.25, CENTURY LINK 490.08, CENTRAL DRUG SYSTEM 144.50, COMMERCIAL SERVICE HVAC,INC 465.56, CATHLEEN COLLINS 426.16, COVENANT INSURANCE GROUP INC. 13,825.00, CHARTER COMMUNICATIONS 99.98, DEB CRAFT 230.77, CRUM ELECTRIC SUPPLY CO. 91.76, DOUBLE R SERVICE, LLC 335.75, DOWNTOWN AUTO CLINIC, INC. 107.70, TINA ELY 60.02, FAIRBANKS MEDICAL CONSULTING, PC 800.00, F.I.R. AUTO SERVICE LLC 153.23, FIRE PROTECTION DISTRICT #3 107.25, FIRE PROTECTION DISTRICT #4 331.84, FREMONT MOTOR CO. POWELL 100.89, FACULTY ASSOCIATES INC 125.00, CHRISTINA GREENFIELD 68.01, ANTHONY GILES 110.00, GRANT WRITING USA 910.00, GRAINGER 56.05, GREYBULL BUILDING CENTER 37.15, GREYBULL STANDARD 176.00, TOWN OF GREYBULL 230.80, HD FILTERS LLC 16.50, HALLMAN, HUNT & MICKELSON, PC 750.00, ROY HARPER 39.44, STEFAN F & TRACY A HARPER 54.63, JOY H HILL 538.00, JADECO, INC. 348.00, MICHAEL K JAMESON, JR 1,200.00, JOHN R. HALEY IV 203.43, KEELE SANITATION 147.00, KB COMMERCIAL PRODUCTS 206.50, LAWSON PRODUCTS, INC. 167.74, LOVELL CHRONICLE 160.00, LOVELL CHRONICLE 242.75, TOWN OF LOVELL 360.86, MARQUIS AWARDS & SPECIALTIES, INC. 3,804.94 MAYES BROTHERS LLC 236.40, MESSENGER & OVERFIELD, PC 75.60, MILLER'S FABRICATION & CONST. 127.98, MINCHOW'S SERVICE 10,509.09, MODERN MACHINERY 76.50, MONTANA-DAKOTA UTILITIES 1,720.31, MOORE QUALITY FLYING 600.00, MOUNTAIN ELECTRIC OF WYOMING 325.00, MOUNTAIN VALLEY MOTORSPORTS 76.99, THOMAS NASH, LLC 257.75 KAMI NEIGHBORS 74.12, NEWMAN TRAFFIC SIGNS 34.52, NORTH BIG HORN HOSPITAL 1,866.90, NORMONT EQUIPMENT COMPANY 569.68, NORTH BIG HORN SENIOR CITIZENS 750.00, O'REILLY AUTO PARTS 632.50, THE OFFICE SHOP, INC. 382.24, OFFICE ALLY 19.95, HOMAX OIL SALES INC. 38.63, POWELL VETERINARY SERVICES 65.00, WILLIAM E. BRIDGES 6,714.72, PUBLIC DEFENDER 300.00, QUILL CORPORATION 1,104.22, RECORDED BOOKS, INC 35.51, ROCKY MOUNTAIN POWER 1,882.64, RURAL FIRE PROTECTION DIST. #1 675.76, SECURITY STATE BANK - PETTY

CASH 13.90, SELBY'S 184.28, SHOSHONE OFFICE SUPPLY 116.47, SOUTH BIG HORN COUNTY HOSPITAL 9,178.21, SOUTH BIG HORN SENIOR CITIZENS 916.67, SYSCO FOOD SERVICES 20,750.98 SWEETWATER MEDICS 1,160.50, TCT WEST, INC. 6,549.75, TCT WEST, INC. 971.65, THE INK SPOT 240.00, THOMSON REUTERS - WEST 229.15, TRANSUNION RISK & ALTERNATIVE 51.70, TRAVELING COMPUTERS, INC. 10,718.92, TRI COUNTY TELEPHONE ASSOC. 66.33, TYLER TECHNOLOGIES, INC 165.38, SECURITY STATE BANK 3,216.58, WY DEPT OF WORKFORCE SERVICES 1,344.00, UNIVERSITY OF WYOMING 15,284.00, VALLEY HARDWARE 330.77, VERIZON WIRELESS 1,241.46, ROBERT WAGNER 159.15, WASHAKIE COUNTY CLERK 823.76, WYONET, INC 2,242.40, WYOMING ASSOCIATION OF FAIRS 50.00, WYDOT - FINANCIAL SERVICES 9,046.78, WYO DEPT. OF HEALTH 80,327.54, WYO. LAW ENFORCEMENT ACADEMY 285.00, WYOMING STATE FORESTRY DIVISION 5,555.66, WYOPASS 330.00,

Sheila Paumer – Fair Operations Manager: Paumer and A Dern reported on a competition being held in all three high schools for the fairbook cover art with a March 1ST entry submission deadline. The 2018 Big Horn County Fair theme will be *Traditions We Treasure*. Paumer reported a new fairbook vendor had been chosen and that the new opportunities for advertisers are exciting. Ad sale visits will start in mid-February but sales have already reached \$4,000. Paumer reported on security cameras that will be installed to help monitor usage and identify users who are not paying for additional people or time in the multipurpose building. Paumer shared the idea of a business membership (4 users & 6 users). Hyde and Carrizales shared concern with that idea, lost revenue, and that thought current membership and usage options were sufficient. Craft suggested checking with other venues regarding this and other types of memberships and revenues. Paumer reported that the outstanding issue with Appaloosa broadcasting should be resolved by next month, that the raingutter repair project should also be done in the next couple of weeks. Paumer shared condensation issues throughout the building and her plan to research an air exchanger to alleviate the problem. J. Ewen suggested that humidity gauges be installed and stated that readings above 30% would likely causing corrosion issues.

Joy Hill - Land Planning: Hill gave an update on department work, septic systems in progress, flood plain development issues, and subdivision work. Hill gave an overview of a recent issue regarding the County no longer reviewing septic permits within City boundaries and DEQ involvement. Discussion highlighted previous discussion regarding the need for towns to develop infrastructure to support growth plans. Hill shared that she learned a lot at flood plain management class and will be sharing some needed changes in the future. Hill requested a zoning limitation letter for Burnham. By consensus the Commission requested Hill send a letter notifying Burnham that is zoning letter will be issued when all vehicles are removed from the county right of way near his property.

Ken Blackburn – BHC Sheriff: Requested an executive session to share information regarding personnel issues, and potential litigation. Craft moved for an executive session as requested, the **motion** was seconded and carried. The session was adjourned and with no action taken.

Darwin Irvine – Big Horn Basin Counseling Services: Irvine shared current historic caseloads for this year and requested the annual support letter for their state funding. Carrizales asked about the list of supports provided and how Big Horn Basin Counseling Services is able to provide all of those with short resources. There was discussion about recent experiences with the Lighthouse in Washakie County. Irvine shared that they have been allowed admittance and that he had requested notification when beds were available to enable Big Horn Basin residents' access before the spots were filled with patients from more distant counties.

Gretchen Kelso-Gasvoda- UW Extension: Gasvoda shared the loss of their clerical person and University of Wyoming process for replacement. The county will post the opening on its Facebook and county website. Gasvoda talked about borrowing Dern from the fairgrounds for short term/hour needs. By consensus the Commission agreed to consider that option on a need basis. Gasvoda shared upcoming events. There was also discussion about possible changes to 4H Educator positions and costs to counties that was being considered by University of Wyoming administrators.

Bobbie Jenks – BHC Public Health: Jenks gave a summary of information she received from the state regarding billing errors that have occurred between January 2017 and September 2017 totaling approximately \$24,000. There was discussion about ways to avoid errors of this type in the future. The Commission requested Jenks get clarification on charges and back up to support the amounts being requested. Jenks will report back.

Office Shop: Jacob a representative of Office Shop attended to discuss copier contracts across the county. Jacob presented a spreadsheet of current machines, rates etc., and shared possible options to save the county money and consolidate agreements and paperwork. Office shop will come back to a future meeting with proposals.

Becky Lindsey – BHC Treasurer: Lindsey requested an executive session for personnel. Hyde moved to go to executive session for personnel issues, the **motion** was seconded and carried. The session was adjourned with no action taken.

Old and New Business: Smallwood presented January 16th minutes for approval, Hyde moved to approve the minutes as presented, the **motion** was seconded and carried. The consent form from M. Whaley and Flitner Ranch Limited Partnership for water appropriation changes was tabled pending State Board of Control review of the proposal. Carrizales shared conversation at the WCCA regarding Congresswoman Cheney’s proposed legislation regarding wilderness study areas. There was discussion about supporting Cheney’s legislation. Carrizales shared that he is attending another Wyoming Public Lands Initiative meeting and that he had shared views on Bob Cat draw not being used in a deal for other WSA’s. Carrizales encouraged WPLI members to talk to folks who attended the January 16th commission meeting to better understand Big Horn County resident’s views. Carrizales also shared that after attending the public lands workshop in Lusk he has a renewed interest and better understands the importance of Big Horn County having a Natural Resource Management Plan. Carrizales shared his interest in identifying county funds to renew that effort and finalize a plan. Hyde shared his agreement that a plan needs to be done but that others like Conservation Districts in the county have a stake in the plan and its uses as well and suggested that the project be funded by a group and not solely from Big Horn County reserves.

Smallwood presented Good of the County Items and Mail: Carrizales suggested that some clarification was needed on the intent of a letter that was received from a varied group concerning public lands and a variety of issues that occur. Discussion determined Carrizales would contact Stan Flitner for additional information.

Financial Statements: Serena Lipp- District Court Clerk(January 2018) **Monthly Report(s) and prepared correspondence review:** Planning and Zoning Minutes (January 2018); Byron Solid Waste Disposal District Minutes (November & December 2017) **Bonds:** D. Anderson-School Dist. #2 (\$25,000); M. Meier – Byron Cemetery Dist. (\$5,000); M. Rageth – Sidon Irrigation Dist. (\$100,000); J. Sylvester-School Dist. #3 (\$25,000); S. Wilkinson – Greybull Recreation Dist. (\$5,000); B. Mangus – Fire Dist. #1 (\$2,000); L. Strom –Cowley Cemetery Dist. (\$3,000) **Cancellation of Taxes:** R. Lemay/Lemay Family Trust Parcel # 51-93-028-00361

Hyde 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 6, 2018

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