

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 7, 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 Craft. The agenda was presented, a **motion** was made by Craft to accept the agenda as presented the motion was seconded and carried.

Willie Bridges– Pryor Mtn. Engineering / Road and Bridge: Bridges reported that the road 7 ½ IRP project is out for bids, a bidders meeting is scheduled for February 14th, and bid letting will be at February 21st at 9:00 A.M. with recommendations presented to the Commission that afternoon. WYDOT will provide concurrence on the bid recommendations February 21st as well. Bridges requested retroactive approval of the FEMA Elk Creek project closeout letter. Hyde moved to approve the close out letter sent to FEMA, the **motion** was seconded and carried. Bridges reported that there will be a conference call with DEQ regarding the Lovell Refinery on March 21, 2017 and that DEQ has contracted with Inberg-Miller for the next phase of their work. Bridges gave an update on the proposals received for the survey needed to vacate the old Greybull River Road. There was discussion regarding potential utility easements that may need to be obtained as part of vacating that section of road. Hyde asked if it was necessary for the county to expend these funds to vacate the road. There was discussion regarding property owner infringement on right of ways, maintenance of the road, and drainage issues. Bridges summarized that the budget for this issue is currently \$3,000 and bids were significantly higher. Bridges noted that a cheaper option would be to vacate a section of the road and block off/close the road at the drainage noting that a utility easement would still need to be done. Craft asked if the land owner could be asked to share the cost. Road and Bridge staff recommended moving forward with vacating to clean this up despite the costs but also reiterated that maintenance is not required if it is not in the best interest of the county. There was discussion that this action could be setting a precedence and needs to be thoroughly reviewed. Wambeke shared the need to update the County Road Policy, and shared neighboring county policies for possible suggestions. Carrizales asked if it would be acceptable to table this issue until policies are reviewed and recommendations are made. Bridges stated that bidders would probably be willing to hold their bids while a bit more research is done. Carrizales asked that Road & Bridge and Bridges discuss the issues with Mr. Cook. Hyde moved to leave the road as is and close it at the critical points with the understanding that future policy review may result in closing the road permanently. The **motion** was seconded and carried. The policy work will continue and recommendations will be made as soon as possible. Hyde suggested a working group to address reworking the policy. Wambeke gave an overview of work being done on the north end and snow removal. Hovey reported on south end work and the continual snow removal. There was discussion regarding the issues that winter weather and snow removal create and that some clarity on the County's responsibilities should be added to the policy in the upcoming review. Hovey presented and recommended approval of utility permits for Lane 35, Lane 31 and on Lanes 43 & 40. Bridges agreed with approval and noted that a crossing will be addressed if needed at a later date on Lanes 40 & 43. Hyde moved to approve the REA utility permits for Lanes 35 and 31 and the permit for Dow on Lanes 40 & 43 as presented. The **motion** was seconded and carried. Hovey shared that L. Dobbs had been in touch regarding ice jam concerns, sand available through road and bridge, and their willingness to assist as needed.

Carl Brown – Lane 12 Resident: Mr. Brown came to share concerns he had with various items in his area of the county. Brown noted that it is very difficult to climb the hill on Road 12 and requested that route receive additional attention and sand because it is an emergency hospital access. Brown also requested a review of the 4-way stops on that road which slows access. Brown shared his concern with a subdivision road use, maintenance, and access to Lane 12. Land Planner Hill will review the subdivision regulation with Mr. Brown. There was also discussion about requirements for building permits and needed surveys. Bridges and Hill gave

an overview of the review done by Land Planning on new construction. Carrizales suggested Brown contact Hill with his concerns and questions in the future.

Carl Meyer – Airport Manager: Meyer presented airport activities and reviewed contracts presented for approval. Meyer shared that the Greybull crack seal project will require \$15,000 match which he hopes to have remaining in his current budget. Meyer presented an amendment for the GDA contract for the runway marking contract that was discussed in the previous Commission meeting. Hyde moved to approve amendment #2 to the GDA contract as presented, the **motion** was seconded and carried. Meyer presented the WYDOT cooperative maintenance agreement contract and recommended approval. Hyde moved to approve the agreement as presented, the **motion** was seconded and carried. Meyer shared an email received from the FAA regarding Big Horn County's annual entitlement funds summarizing the award process and shifting of resources statewide as project need. Hyde asked Meyer about the status of interest in the drag racing events. Meyer will look into that and report back.

Becky Lindsey – BHC Treasurer & Marquerite VanDyke -Deputy County Clerks: VanDyke presented bills and payroll items. Hyde moved to approve the bills and payroll as presented, the **motion** was seconded and carried. Lindsey presented the 2017 depositories from Security State Bank, Bank of Greybull, Bank of Lovell and Big Horn Federal for approval. Hyde moved to approve the depositories as presented, the **motion** was seconded and carried.

DIAMOND OAK, INC 75.00, ALSCO 50.72, AMERICAN WELDING & GAS INC. 267.58, KIM ADAMS 212.97, AC ELECTRIC LLC 270.00, APPLIED CONCEPTS INC. 553.00, ASCENT AVIATION GROUP, INC 60.00, WHITE LINE LLC 600.00, B&G INDUSTRIES LLC 27.50, BAIR EQUIPMENT COMPANY 152.50, BOB BARKER COMPANY, INC. 2,130.71, CAROLYN BARNES 138.57, BASIN PHARMACY 433.77, BASIN REPUBLICAN RUSTLER 802.00, TOWN OF BASIN 15,207.90, BRISCOE ENTERPRISES, INC 233.55, BIG HORN COUNTY SOLID WASTE DIST. 15.20, GREGORY BLENKINSOP 380.92, BROSIUS ELECTRIC 134.86, BRUCO, INC. 139.84, BURLINGTON CAR CARE LLC 34.54, CANON FINANCIAL SERVICES 338.66, CARQUEST AUTO PARTS 201.98, CK HARDWARE 14.99, CENTURY LINK 527.27, COPENHAVER, KATH, KITCHEN 150.00, CATHLEEN COLLINS 147.10, KIMBERLY S COWAN 228.01, CHARTER COMMUNICATIONS 328.26, DEB CRAFT 508.60, CUSTOM GARAGE DOOR LLC 115.00, DEMCO 861.19, LARAE DOBBS 100.44, TINA ELY 12.86, FIRE PROTECTION DISTRICT #4 1,200.00, CENGAGE LEARNING - GALE 97.26, GRETCHEN GASVODA KELSO 155.10, KRISTINE GODFREY 42.80, RANEE L. GONSALEZ 40.00, CHRISTINA GREENFIELD 27.64, GREYBULL BUILDING CENTER 193.33, GREYBULL STANDARD 478.00, TOWN OF GREYBULL 230.80, ROGER HALL 15.70, HD FILTERS LLC 23.91, HASCO INDUSTRIAL SUPPLY 254.80, ROY HARPER 144.27, HASKELL FUNERAL HOME 572.58, JOY H HILL 200.62, HONNEN EQUIPMENT CO. 485.93, HUB-BHJ INT'L MOUNTAIN STATES LTD 714.00, I-STATE TRUCK CENTER 329.12, MICHAEL K JAMESON, JR 1,200.00, JEFFRIES DENTAL, PC - BASIN 797.00, JOHN R. HALEY IV 475.80, TRACY JOLLEY 435.41, KANE FUNERAL HOME 380.00, KEEGAN, KRISJANSON & MILES, PC 514.68, LOVELL CHRONICLE 738.67, TOWN OF LOVELL 423.86, MICROMARKETING LLC 17.00, MAYES BROTHERS LLC 108.50, CARL MEYER 445.00, MILLER'S FABRICATION & CONST. 262.50, MINCHOW'S SERVICE 9,686.47, MONTANA-DAKOTA UTILITIES 1,989.69, MOTOR POWER EQUIPMENT CO. 408.44, MOUNTAIN MOTOR SUPPLY 49.78, MOUNTAIN VALLEY MOTORSPORTS 220.99, HILLARY G. MULLEY 33.06, KAMI NEIGHBORS 81.32, NORTH BIG HORN HOSPITAL 3,676.74, NORTH BIG HORN SENIOR CITIZENS 750.00, O'REILLY AUTO PARTS 181.20, TAVIS OLSEN 198.15, THE OFFICE SHOP, INC. 758.48, OVERLAND EXPRESS MART 111.49, PARK COUNTY CLERK 71.69, KAYE PENNO 380.00, PLAINSMAN PRINTING, INC. 110.39, PITNEY BOWES POSTAGE BY PHONE 642.99, PURCHASE POWER-PITNEY BOWES 1,766.00, PETROLEUM TESTERS LLC. 200.00, POWELL VETERINARY SERVICES 36.00, POWELL VALLEY HEALTHCARE 480.00, PSTC 358.00, WILLIAM E. BRIDGES 8,773.40, QUILL CORPORATION 1,842.19, THE RADAR SHOP, INC 378.00, RAMS HEAD FINANCIAL SERVICES 2,527.79, RAWHIDE MECHANICAL 13,943.90, RED APPLE SUPERMARKET 7.11, RIMROCK TIRE, INC 1,057.70, ROCKY MOUNTAIN POWER 2,055.87,

SECURITY STATE BANK - PETTY CASH 7.80, MAE SMITH 30.00, CHRISTIAN SALYER 70.00, SOUTH BIG HORN COUNTY HOSPITAL 13.81, SOUTH BIG HORN COUNTY SEARCH & RESC 2,000.00, SOUTH BIG HORN SENIOR CITIZENS 254.67, KRISTI STEVENS 25.68, SYSCO FOOD SERVICES 21,239.14, TCT WEST, INC. 6,531.87, TCT WEST, INC. 970.00, THE INK SPOT 140.00, THOMSON REUTERS - WEST 222.48, TRACTOR & EQUIPMENT CO. 250.39, TRANSUNION RISK & ALTERNATIVE 25.00, TRAVELING COMPUTERS, INC. 3,118.38, TRI COUNTY TELEPHONE ASSOC. 66.24, TRI-STATE TRUCK & EQUIPMENT INC. 147.56, TW ENTERPRISES, INC. 894.85 TYLER TECHNOLOGIES, INC 165.38, SECURITY STATE BANK 4,194.97, U.S. POSTAL SERVICE POSTAGE-BY-PHON 4,000.00, WY DEPT OF WORKFORCE SERVICES 2,892.44, VALLEY HARDWARE 239.52, VERIZON WIRELESS 1,323.73, WDEQ VOLUNTARY REMEDIATION PROGRAM 192.50, WALKER'S SERVICE 1,042.75, WYONET, INC 2,242.40, W3 MUSIC LLC 1,250.00, WESTERN PRINTING INC. 160.85, WYOMING ASSOCIATION OF FAIRS 50.00, WYGEO 20.00, WYO DEPT. OF HEALTH 34,975.17 WYOMING STATE FORESTRY DIVISION 5,828.53, HOUT FENCING OF WYOMING, INC. 2,200.00, MECHANICAL MASTERS 431.90, SERENA K LIPP 258.29, WRS GROUP LTD 173.30, A & C MOTORS 48.00

Ken Blackburn-BHC Sheriff; Kim Adams-BHC Attorney; Ron Salyer-BHC Dispatch Supervisor & Darwin Irvine-BHC Counseling Center: Carrizales gave an overview of the letter of support and financial support being requested by the Washakie County Commission for the Lighthouse. Carrizales shared a letter received from Commissioner Fradson regarding admittance to Lighthouse during FY16 & 17. Carrizales shared his opinion that if we use the facility we need to be willing to contribute and the primary goal is helping residents of Big Horn County receive needed mental health services. Adams shared her concerns with the letter stating that the voluntary numbers may be accurate however the involuntary patients are never accepted by the Lighthouse. Adams expressed the need for guaranteed lockdown admittance if we cooperate. Blackburn shared his support for the concept but expressed concern because the reality is harder to implement. Irvine shared an overview of the mental health system and funding as well as regional crisis center funding and early use history. Irvine expressed concern that funding was already in place for the Lighthouse to provide services and no additional funding should be requested without a full accounting of state funds. There was additional discussion regarding rates charged to participating and non-participating counties, changes locally and via state statute that allow for alternative treatment options for Title 25 cases, utilization of regional centers to relieve state hospital patient loads, and other situations that impact for local/regional treatment. Carrizales asked those in attendance if they were in favor of sending a letter of support. Hyde moved to send a letter of support but no funding for the Lighthouse in Washakie County, the **motion** was seconded and carried.

LaRae Dobbs – BHC Emergency Management Coordinator: Dobbs reported on meetings regarding potential ice jam/flooding concerns. Dobbs reported on plans and activities in place to be better prepared for an event. There was discussion regarding equipment borrowed, expanded use of the Incident Command System and limitations on assistance given for damages to critical infrastructure vs private property. Dobbs gave an overview of upcoming Homeland Security grant programs and requested suggestions on needs or projects the Commission would like to have pursued. By consensus the Commission agreed that Dobbs would review the THIRA and State identified gaps to determine areas of most need and make recommendations. Dobbs shared that EMPG proposal will need a 50% county cost match and gave an overview of possible uses for remaining 2016 funding. The Commission agreed to consider her possible uses and help finalize her proposed use at their next meeting. Dobbs shared that tourist traffic for the August 21st solar eclipse may be noticeable in Big Horn County but she doesn't expect need for concern in Big Horn County.

Joy Hill – Big Horn County Land Planning: Hill presented land planning activities and the department report. Hill presented and recommended approval of the Johnson Simple Subdivision SS17-001. Hyde moved to approve the Johnson simple subdivision as presented, the **motion** was seconded and carried. Hill presented a letter verifying that Big Horn County has no zoning requirements for proposed auto dealership, Hinkley James Inc. Hill updated the Commission on her conversation with the solar right holder regarding the planned repeal

of that resolution and that the protection they received will be retained. The land owner was pleased with the plan to protect their rights. Hill reported on her attendance at the Mayor's meeting and as requested shared messages from Mayor Peterson regarding some concerns he had on various topics. Hill gave the Commission an overview of the work that will be required of her office in preparing the county and towns for the 2020 census.

Rick Schroeder & Tina Toner – North Big Horn Hospital: Schroeder gave an overview of the Countywide Mental Health Initiative/Improvement Team to address individual needs as well as resources available throughout the county. Toner gave an overview of the initial meeting, upcoming meeting plans and requested a Commissioner participate. Sheriff Blackburn expressed his appreciation of this effort and the various valuable input and insight this group has already provided. Carrizales expressed interest in participating.

Sheila Paumer – Fair Operations Manager: Paumer reported on Fairgrounds work, concerns and issues. Paumer thanked the Commission for the recommission truck, reported on flooding in the hall, freezing of the sewer from the multipurpose building, and plans to fix both issues. Paumer reported on fair preparation and ad sales. Paumer reported that the advisory committee meeting went extremely well and that a new goat class will be added to this year's fair. Carrizales summarized his attendance at the meeting and the great participation the group provided.

Bobbie Jenks – BHC Public Health: Jenks shared the County's agreement with the State regarding revenue being used to support Public Health and highlighted items on the December and January activity and revenue reports. Jenks shared that revenue is at 79% of the 2015-16 year with 5 months left to go. Jenks requested clarification on funding for the Lovell office move. By consensus the Commission agreed to have Public Health finish the move using the current budget and coding expenses to the unfunded line with a budget supplement to follow if needed. County Facility Maintenance supervisor Werner attended to ask the Commission for clarification on his duties for maintenance at the Sr. Centers and Public Health Offices. Carrizales suggested Werner review time management and schedules. Werner clarified that public health offices and other buildings like the library and Lovell annex were not in his workload previously. Werner will attend the next meeting to further discuss his increased workload.

Big Horn County Extension Office: G.Gasvoda, K. Michaels and M. Smith attended to share their respective extension activities since the summer. Gasvoda summarized the work and experience of a summer intern since she has been the leader in Big Horn County and the value that position has been both to the department and to the individual. Gasvoda shared that the University of Wyoming would no longer be supplying these interns. Gretchen shared the importance of these position which led UW to agree to match half of the intern costs as a pilot program if the Big Horn County would be willing to fund the rest of the position. Gasvoda clarified that UW would hire the intern and bill the County for the half of the cost. Gasvoda also indicated that existing funding in the current budget when paired with 2017-18 funding would cover this expense with no additional funds requested from the county. Hyde shared his concern with the trend for the State cut this program and others and asking the counties to fund them. Hyde asked Gasvoda if she felt this was the most efficient use of the extension budget. Gasvoda confirmed that the position is extremely important and provides assistance well beyond the cost of the position. By consensus the Commission suggested that Gasvoda request the costs be invoiced to cross fiscal years to allow her to utilize her current allocated budget.

Cliff Winters – BHC Weed and Pest: Winters provided an overview of the 2016 Weed and Pest annual report. During discussion, Winters shared that the canal work proves to be the most effective recently.

Old and New Business: Carrizales gave an overview of his most recent conversation with Aaron Anderson regarding the WPLI/Bobcat Draw and Washakie County's request that there be three representatives from Big Horn County to help them with their work on Bobcat Draw. Hyde shared his concern that Big Horn County stands to lose more than we gain because of the natural resource potential that exists in Bobcat Draw. Hyde shared that he is concerned that Washakie would be willing sacrifice Bobcat Draw to save

another area in their county in particular the Honeycombs. Hyde also shared concern with how solvent the WPLI is considering the groups that have withdrawn or refused to participate. Hyde stated that if Carrizales is interested in participating he needs to be certain to fight to keep Bobcat draw. Carrizales shared that his desire was to learn however he doesn't want to do that at the expense of Big Horn County public lands. Hyde shared that he isn't in favor of spending county resources to help another county with their WPLI initiatives. Carrizales will talk some more with Washakie County and explain that Big Horn County isn't leaning toward participation due to possible issues. Smallwood presented the proposal to SLIB for Court Security funding. Hyde moved to approve the SLIB grant application, the **motion** was seconded and carried. The Commission reviewed a budget preparation memo that will be sent to department heads and discussed additional direction or discussions that may need to take place as revenue projections become available. Minutes for the January 7th and 21st meetings were presented for approval. Hyde moved to approve the minutes with two corrections. The **motion** was seconded and carried.

Smallwood presented Good of the County Items and Mail: Financial Statements: Serena Lipp-District Court Clerk (January 2017) Monthly Report(s) and prepared correspondence review: Byron Solid Waste Dist. (Dec. 2016); BHC Weed and Pest (Dec. 2016); LEPC(Nov. 2016); BHC Fair Advisory Meeting (Jan. 2017); Planning & Zoning Minutes (January 2016) Bonds: Sherri Wilkinson-Greybull Recreation (\$5,000); Jack W. Nicholls-Lovell Cemetery Dist. (\$1,000); Lisa Woodis –Town of Cowley (\$50,000); Keith Grant-Shoshone Conservation Dist. (\$75,000); Chris Kampbell-School Dist. #4 (\$10,000); Rebecca Moncur-BOCES (\$5,000)

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
February 7, 2017

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