

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: **January 19th, 2016** TIME: 9:00 AM

Chairman: Jerold S. Ewen, Members present: John Hyde, Felix Carrizales

Others County Representatives: Lori Smallwood, County Clerk;

List of attendees on file.

The meeting was called to order at 9:00 AM by Chairman Ewen; followed by the Pledge of Allegiance led by Felix Carrizales. Ewen recognized guests and presented the agenda, a **motion** was made by Hyde to accept the agenda as amended, the motion was seconded and carried.

Willie Bridges Pryor Mtn. Engineering & Road and Bridge: Hovey and the Bassett Family attended to discuss their fence issue on Road 9. Bridges reported that moving their fence from where it was placed in the right of way and into the bottom of the drain would remove safety concerns and still allow cattle to access water. However, it would still be approximately 5 ft. within the County right-of-way. Carrizales stated he looked at the situation and thinks this would be a good solution. Hyde asked if a precedent is being set to allow things in the right-of-way. Bridges and Ewen clarified that any deviation into a right-of-way would come to the Commission for consideration and approval. Hyde moved to approve the Bassett's installing their fence approximately 5 ft. within the County right- of-way in the bottom of the drain on their property located on Road 9, noting that this adjustment remedies the previous safety concerns, the **motion** was seconded and carried. Carrizales commended the solution stating it sets a good precedence showing the county is willing to work with citizens on issues.

A utility permit was presented for REA to move a power pole on Road 16. Hovey recommended approval because the pole isn't near the road. Hyde moved to approve the utility permit between road 15 & 16 to move an electrical pole, the **motion** was seconded and carried.

Bridges presented the Pryor Mnt. Engineering contract amendment for the IRP Road 7 1/2 project engineering work. Ewen commented on the high engineering costs relative to the size of the project. Bridges pointed out the amendment was less than WYDOT's estimate of costs. Bridges also indicated there was additional savings on this project because it had no administrative fees from WYDOT. Hyde moved to approve the contract amendment for the IRP project, the **motion** was seconded. Discussion indicated there was concern over the cost of engineering and transparency in the choice of an engineering firm. An independent review would cost \$2,000 and delay the project. Hyde amended his motion to include approval of the amendment pending a satisfactory WYDOT or another engineer evaluation of costs. The **motion** was seconded and carried. Ewen requested Bridges look into the steps necessary, including consulting with legal counsel, to secure a County easement for the Potato Ridge Haul Road. He stated that long standing public use and continued access for varied public interests are key considerations for making this a county road. Carrizales suggested reviewing similar issues in neighboring Counties and requested Bridges include him in conversations with the County Attorney. Hyde suggested initial discussion with the County Attorney be done at the next Commission meeting during the engineering session.

Carl Meyer – Airport Manager: Meyer presented the Airport report. Meyer & GDA representatives presented five year contracts with GDA to be the Engineering & Planning firm for both county airports. Hyde moved to approve the five year generalized planning agreement and the five year generalized engineering agreement between B.H.C. and GDA, the **motion** was seconded and carried. Meyer gave an overview of airport funds required to cover the Cowley Apron project and budget needs for the Greybull phase 2 & phase 3 projects, including a recommendation to not seeking funding to pave the 40 ft. access to each hanger. GDA representatives summarized pros and cons of combining the two phases. Carrizales moved to transfer \$58,000 to the Greybull Main Apron project for phase 2 & 3 cost match. Hyde shared his concern that the allocation of funds conflicts with messages sent to the Dept. Heads regarding budget concerns. GDA highlighted costs associated with delays that might be created by not funding the match to allow both projects to be combined. Meyer pointed out that the \$58,000 might be

softened with the knowledge that all 2015-2016 remaining Airport funds could be allocated to the project. A vote was called to approve the **motion** to transfer \$58,000 into this project, the **motion** was carried two votes yea and one nay with Chairman Ewen casting the deciding vote. Meyer presented two state and one federal grant applications for the Cowley project just discussed. Carrizales moved to approve the Federal grant applications as presented, the **motion** was seconded and carried. Carrizales moved to approve the State grant applications as presented, the **motion** was seconded and carried. Meyer presented Federal and State grant applications for the Greybull project just discussed. Carrizales moved to approve the Federal & State grant applications as presented, the **motion** was seconded and carried. Meyer reported receiving an FAA directive requiring repainting of the numbers on the crosswind runway. The FAA is changing the runway headings from 7/25 – 8/26 as per new GIS information. Meyer suggested the project could be done by previous contractors and kept within the Airport budget. Paul Thur, Administrator for the Town of Greybull, gave an update on the water line expansion project and shared that indications say the project will be fully funded and will begin in the late spring. There was discussion about timeline for the memo of agreement and Tank transfer completion. Thur shared a possible new sewer line project to accommodate a business interest on the Greybull River Road.

Marquerite VanDyke & Carol Willard -Deputy County Clerks: Van Dyke and Willard presented bills and payroll. Hyde moved to approve the bills as presented, the **motion** was seconded and carried.

ALSCO 54.80, AMERICAN WELDING & GAS INC. 338.60, ASCENT AVIATION GROUP, INC 477.09
MARY BAIR 57.24, BASIN REPUBLICAN RUSTLER 553.00, BASIN REPUBLICAN RUSTLER 80.00
BRISCOE ENTERPRISES, INC 2,532.48, BIG HORN CO-OP MARKETING ASSN 736.24, BIG HORN CO-
OP MARKETING ASSN 3,885.89, BIG HORN CO-OP MARKETING ASSN 181.11, BIG HORN CO-OP
MARKETING ASSN 56.61, FIRE PROTECTION DIST. #5 132.64, BIG HORN ENGRAVING & SIGN
324.00, BIG HORN RURAL ELECTRIC CO. 507.66, BIG HORN COUNTY WEED & PEST CONTROL
218.80, BLAIR'S MARKET 23.96, DANIEL L. BURNS 100.00, FELIX CARRIZALES 399.63, CK
HARDWARE 61.98, CENTURY LINK 37.66, CENTRAL DRUG SYSTEM 144.50, CENTER POINT
LARGE PRINT 166.56, COMMUNICATION TECHNOLOGIES, INC. 1,436.00, COPENHAVER, KATH,
KITCHEN 150.00, COUNTY CLERK 7.00, DASH MEDICAL GLOVES 703.50, DEMCO 373.77, DIGITAL
ALLY 2,630.00, DOUBLE R SERVICE, LLC 4.00, EDJE TECHNOLOGIES. INC 800.0, EYE PHYSICIANS
AND SURGEONS 857.00. , BRENDAN H FITZSIMMONS 800.00, FIRE PROTECTION DISTRICT #3
113.85, FIRE PROTECTION DISTRICT #4 223.83, GRETCHEN GASVODA KELSO 217.75, GREYBULL
STANDARD 292.50, HD FILTER CLEANING 25.37, HALLMAN, HUNT & MICKELSON, PC 2,610.00,
VANGI HACKNEY 50.00, GENEVIEVE JOY HOWE 3.75, JOHN R. HALEY IV 575.58, TRACY JOLLEY
133.32, KEELE SANITATION 147.00, KRISJANSONS & MILES, PC 150.00, CLAUDE NICHOLAS
LEWIS 42.76, LOVELL CHRONICLE 322.50, LOVELL CHRONICLE 75.00, MICROMARKETING LLC
1,508.99, CARL MEYER 55.62, MESSENGER & OVERFIELD, PC 739.23, SARAH N. MILES 150.00
KRISTY MICHAELS 20.00, TED MENKE 8.64, MCKESSON MEDICAL SURGICAL 648.10, MINCHOW'S
SERVICE 594.23, MOUNTAIN WEST BUSINESS SOLUTIONS 102.42, HILLARY G. MULLEY 215.85
NORTH BIG HORN SENIOR CITIZENS 983.33, NORTHERN WYOMING DAILY NEWS 112.00,
O'REILLY AUTO PARTS 2,315.10, THE OFFICE SHOP, INC. 1,160.70, OFFICE ALLY 19.95,
OVERLAND EXPRESS MART 139.83, PARK COUNTY CLERK 57.09, PITNEY BOWES POSTAGE BY
PHONE 136.00, PITNEY BOWES GLOBAL 111.00, PITNEY BOWES INC 66.98, THE PENWORTHY
COMPANY 569.44, PUBLIC DEFENDER 450.00, RED APPLE SUPERMARKET 39.51, JAMES REILLY,
P.C. 36,000.00, RIVERBEND PLUMBING & HEATING 140.50, ROCKY MOUNTAIN POWER 1,506.64
RURAL FIRE PROTECTION DIST. #1 228.20, SECURITY STATE BANK - PETTY CASH 307.90,
SELBY'S 175.00, SHOSHONE OFFICE SUPPLY 24.04, SIGNS OF SUTHERLAND 40.00, MAE SMITH
30.00, SOUTH BIG HORN COUNTY HOSPITAL 313.33, SOUTH BIG HORN SENIOR CITIZENS 1,376.40
SYSCO FOOD SERVICES 5,231.61, TCT WEST, INC. 5,825.56, THOMSON REUTERS - WEST 216.00
TRAVELING COMPUTERS, INC. 2,561.49, UPSTART 37.50, SECURITY STATE BANK 4,225.56
UNIVERSITY OF WYOMING 18,792.75, VAISALA INC. 2,936.00, VALLEY HARDWARE 267.02
JEANNE M VANGELDER 8.64, WYONET, INC 1,890.25, WYOMING DEPT. OF WORKFORCE
SERVICES 1,448.82, WORLAND FORD-CHRYSLER 324.29, WEX BANK 3,626.02, WYO DEPT. OF

HEALTH 24,385.02, WYOMING DEPT OF HEALTH 14.00, WYOMING GAS 4,752.38, WYOMING LIVESTOCK ROUNDUP 75.00, MICHAEL HENDERSHOT 290.97

Transfer of Funds Hearing: Smallwood presented Transfer of Funds resolution #7. Hyde moved to approve the resolution as presented, the **motion** was seconded and carried.

Joy Hill – Land Planning: Hill provided an update to department activities. By consensus the Commission requested Joy seek a county attorney opinion regarding proper county process regarding the Triple Crown Vista Subdivision.

Matt Carroll-Guardian Flight: Carroll introduced himself and provided information about the EMS aircraft base being established in Worland. Hyde commented that he supports private citizens purchasing this insurance but doesn't see it as a government responsibility. Carrizales asked about flight cost, company ownership, and board of directors. Carroll emphasized that flight crews and base supervisors are local Wyoming residents.

Marynell Oechsner – Powell Valley Recycling: Oechsner gave an overview of Powell Valley Recycling programs, operational costs and requested the County consider supporting the organization via board services or funding.

Becky Lindsey – Treasurer: Lindsey reviewed the 2nd quarter budget reports. Lindsey submitted depository authorizations letters for Security State Bank, Big Horn Federal Savings Bank, Bank of Greybull, and Bank of Lovell. Hyde moved to reappoint all banks listed as depositories for county funds, the **motion** was seconded and carried.

Fair Reorganization: Ewen gave an overview of steps to date and asked about possibilities and ideas for next steps. V. Hackney shared an idea that she and C. Sorenson had on the work being shared by the Fair and Facilities managers. Hyde asked if the process is heading in the right direction or not. It was determined the Commission would discuss the topic again at the February 2nd meeting and request a work session with the Fair Board.

Hyde moved for an executive session for personnel issues, the **motion** was seconded and carried. The session was adjourned with no action taken.

South Big Horn County Sr. Citizens Service District: The South Sr. Citizens Services Board (Levy Board) attended to discuss plans and funding for the HVAC project at the South Big Horn County Sr. Citizens Center. Smallwood gave an overview of potential funding sources, pending deadlines and funding availability dates. There was discussion regarding the sources and repayment of the lease. Smallwood will contact the State Energy office to obtain the names of potential Engineers and RFP templates. The Levy Board will use their funding to proceed with project engineering and design in an effort to have the project completed as quickly as possible.

Old and New Business: Hyde moved to appoint Carrizales to the WCCA Board of Directors, the **motion** was seconded and carried. Ewen summarized the situation regarding the relocation of the WCCA office in Cheyenne and asked for a Commission decision. Hyde moved to support the WCCA office relocation as presented, the **motion** was seconded and carried. Hyde gave an overview of the comment opportunity regarding the conversion of Forest Service Road 329 to a 50 inch ATV trail. There was discussion regarding the issue of side by sides access being restricted due to trail width. It was determined that comments supporting grazing access and encouragement to increase the trail width to allow side by side access should be submitted. Fair board applications were presented. Hyde moved to reappoint C. Nielsen to the Fair Board, the **motion** was seconded and carried. Smallwood presented an offer from LDS Church to the County for the purchase of land near the Penrose Cemetery. Discussion determined that the Commission sees no viable county use for the land. Smallwood presented a budget preparation letter to Department Heads with Ewen's edits. The Commission agreed by consensus to send the letter. Smallwood re-submitted the minutes for the December 15th meeting and requested suggested changes. Ewen said that minutes should be prepared so as to be clearly understood in future years. Hyde moved to approve minutes for Dec. 15th and January 5th meetings as presented, the **motion** was seconded and carried.

Smallwood presented Good of the County Items and Mail: **Financial Statements:** Ken Blackburn-BHC Sheriff (December 2015); Lori Smallwood-BHC Clerk (December 2016) **Monthly Report(s) and prepared correspondence review:** Big Horn County Fair Minutes (December 2015)

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 the above and foregoing to be a full, true and complete copy of proceedings of the Commission on January 19th, 2016

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