

## 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 3, 2017**                                      TIME: 9:00 AM

**Chairman: Open, Members present: John Hyde, Felix Carrizales, 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 County Clerk Smallwood; followed by the Pledge of Allegiance led by Craft. Smallwood presented the first order of business and opened the floor to nominations for Commission Chairman. Craft nominated Felix Carrizales to serve as Commission Chairman. Smallwood called for a vote after no additional nomination were made. Carrizales was elected with two votes in favor and one opposed. The agenda was presented, a **motion** was made by Hyde to accept the agenda as presented the motion was seconded and carried.

Willie Bridges– Pryor Mtn. Engineering / Road and Bridge: Hovey reported that work on Road 26 was finished and that the bypass will be removed once the ground thaws. Hovey reported that a meeting with BLM attended by himself and F. Carrizales indicated the permit request for the Eagle Pass pit would not likely receive approval. Hyde reported that he met with BLM following that earlier meeting and received the indication that approval was an eventual possibility with WY Game and Fish being the deciding factor. There was discussion regarding possible conflicting information shared regarding the importance of each pit to Big Horn County. Bridges shared that both pits are equally important to the County and that the Eagle Pass pit had superior surfacing gravel adding to its importance. Hyde shared that additional information was expected from BLM which he would promptly share with Bridges and Hovey. Hovey reported on the frequent work required to keep county plow trucks running. Wameke shared activities from the northern part of the county and a complaint received regarding drainage on Crooked Creek that seems to be a result of blading done by mining companies that covers drainage ditches. Bridges reported that a few years ago a letter had been sent to mining companies regarding the need for haul road permits. Carrizales asked if there was need for an additional letter. Craft agreed that a letter asking for cooperation would be a good reminder. Bridges will work on a reminder letter that will request an acknowledgement or response from recipients. Wambeke reported that one of his blades had an issue with antifreeze in the oil and they are running down the cause.

Bridges reported that WYDOT had sent a letter requesting details from the Railroad for the Road 3 crossing and that once received, that information will provide what is necessary to finalize a packet to request the opportunity to meet with the Highway Commission in March. Bridges reported that a meeting with the Forest Service/ Dave Hogan was set for Thursday the 12th. Bridges reported on Greybull's work to recertify their dike around the town and the floodplain work that flows out of town limits into the County. Bridges presented a concurrence form reporting he and J. Hill had reviewed the plans and recommend concurrence approval. Hyde moved to approve the overview and concurrence form between the County and City of Greybull as presented, the **motion** was seconded and carried. Carrizales asked for an update or next steps on the Odessa Cemetery Road and requested the meeting with land owners be set soon. Hovey will make arrangements and get back to the Commission. Bridges reported on his deed research and clarified that none mention the road right of way width but that property lines seem to run along the easement center line.

Carl Meyer – Airport Manager: Meyer presented the airport report and gave an overview of the zoning around county airports and the work that he and land planning do to keep those regulations enforced. Meyer shared that medical flights have increased and the weather has really highlighted how important the airports are to enable those services for the citizens of the county. Meyer was asked about tracking those flight numbers. Meyer reported that because the airports are open there is really no specific way to track flights and that trail cameras had been used sporadically in the past. Craft asked if that information is important and if some priority should be given to tracking usage in the future. Meyer shared the importance of airport projects which ensure the airports can continue to serve the citizens of the county and that he will research further. Carrizales asked if

a letter had been received yet from B & G Industries as follow up to the FAA non-aviation usages issue. Consensus was that the County would wait for that letter to arrive before proceeding.

Carol Willard & Marquerite VanDyke -Deputy County Clerks: VanDyke and Willard presented bills and payroll items. Craft moved to approve the bills as presented, the **motion** was seconded and carried. LORI SMALLWOOD 40.00, ALSCO 34.30, CAROLYN BARNES 118.26, TOWN OF BASIN 12,940.06, BIG HORN CO-OP MARKETING ASSN 69.67, BLAIR'S MARKET 21.54, CARQUEST AUTO PARTS 6.39, CNA SURETY 340.00, COUNTY CLERK 15.00, CK FAB 370.00, COVENANT INSURANCE GROUP INC. 3,950.00, CHARTER COMMUNICATIONS 82.93, DASH MEDICAL GLOVES 52.14, LARAE DOBBS 119.77, EDJE TECHNOLOGIES. INC 800.00, FOOD BANK OF THE ROCKIES 83.19, FREMONT MOTOR CO. POWELL 717.70, GALLS INCORPORATED 251.52, CENGAGE LEARNING - GALE 122.60, BRENT GODFREY 255.00, GRAINGER 211.80, STEFAN F & TRACY A HARPER 221.91, HONNEN EQUIPMENT CO. 550.17, BOBBIE JENKS 102.60, K.D. DRAPERIES 350.00, KB COMMERCIAL PRODUCTS 116.99, LISACS TIRE SUPPLY 504.64, LOVELL CHRONICLE 64.00, TOWN OF LOVELL 449.36, LEXI SANDERS 40.00, MARK'S REFRIGERATION 82.50, MAYES BROTHERS LLC 183.50, MINCHOW'S SERVICE 482.27, MONTANA-DAKOTA UTILITIES 945.98, MOTOR POWER EQUIPMENT CO. 60.33, NWGIA 600.00, NATIONAL SHERIFFS' ASSOCIATION 109.00, KAMI NEIGHBORS 103.16, TAVIS OLSEN 198.60, THE OFFICE SHOP, INC. 405.60, PITNEY BOWES POSTAGE BY PHONE 117.00, PURCHASE POWER-PITNEY BOWES 507.98, WILLIAM E. BRIDGES 6,633.10, JOHN E REID & ASSOCIATES INC 1,390.00, RIMROCK TIRE, INC 1,286.31, ROCKY MOUNTAIN ASSOCIATION OF FAIRS 125.00, ROCKY MOUNTAIN POWER 357.93, ROVENNA A COOLEY 2,930.50, SHERRI SCHELL 612.00, SNELL'S TIRE SERVICE, LLC 311.25, WENDY PRESS SWEENEY 306.41, SYSCO FOOD SERVICES 25,175.24, TCT WEST, INC. 12.01, TYLER TECHNOLOGIES, INC 165.38, SECURITY STATE BANK 317.78, VALLEY HARDWARE 190.40, VERIZON WIRELESS 1,480.35, WEST PLAINS ENGINEERING, INC 1,200.00, WYOMING DEPARTMENT OF AGRICULTURE 50.00, TRUDY CRAFT 78.30

Linda Harp shared a project that the Town of Cowley will be submitting to SLIB in June for an additional water tank and requested a letter of support from the County Commissioners. Harp highlighted that the tank is needed for health and safety due to population increase and that no county resources will be requested. There was discussion about finding funding for these kinds of needs, Carrizales asked if the County was hurting anything by supporting multiple projects and how would/should the Commission prioritize project support? Harp highlighted that each project is important to the proposing community and the county as a whole so Commission support is important for all adding that Big Horn County is unique because we have nine municipalities. Hyde agreed stating that SLIB would be the entity to prioritize projects as they see the fit. Harp shared the importance of communities having people who know how to look for funding to support the needs. Hyde commended Harp for the wonderful work she has done for the town of Cowley.

Sheila Paumer – Fair Operations Manager: Paumer reported on a high utility bill recently received and her investigation of the increase determining that the recent changes to air exchange for the bathroom heat has slowed the meter and usage should return to normal. There was discussion regarding disconnecting meters in summer use only areas to save on monthly fees. Paumer will research the meter connect/disconnect charge and will make necessary changes to save on winter bills. Paumer continues to get advice on possible solutions for reducing moisture and adding a bit of heat in the multipurpose building. Discussion highlighted that usage costs will be a deciding factor. Paumer shared that need for cameras to be installed to help monitor multipurpose building usage. By consensus it was agreed that Paumer will look into the cost to have cameras installed. There was discussion regarding commercial trucks and trailers being stored in the fairgrounds parking lot with notice of one truck in particular blocking driveway areas near the buildings. Discussion considered a policy regarding lot usage, issues with enforcement and additional issues created by such a policy. It was determined that as long as manageable, Paumer will address users who create concerns or access issues on an individual basis.

Kim Adams – Big Horn County Attorney: Adams presented a resolution for utilization of a special prosecutor for a case that presents a conflict of interest within her office. Hyde moved to approve resolution number #12 as presented, the **motion** was seconded and carried. Carrizales shared his concerns with the Public Health move, building use MOU and the issues that have come up since the last commission meeting. Carrizales stated that he would like the commission to revisit the MOU to clarify a set rental rate, length of the agreement and responsibilities of the county and fire district. There was discussion regarding ADA restroom requirements/remodel costs, instability of utility costs, loss of revenue for improvements made to a non-county building, cooperation of the two agencies for the benefit of Public Health and their clients, changes in Fire District Board and Commission members. Adams highlighted vague language in the MOU and clarified the ability to modify or cancel the MOU. Craft moved to go back to the Fire District to try to clarify the MOU. The **motion** was seconded. Hyde clarified that Jenks was currently in the process of moving and warned of issues this renegotiation may create. The motion was carried.

Ken Blackburn – Big Horn County Sheriff: Blackburn gave an overview of the SLIB application/court security project application process and presented resolution #11 authorizing the application. Hyde moved to approve resolution #11 as presented, the **motion** was seconded and carried.

Joy Hill – Big Horn County Land Planning: Hill presented a floodplain development permit for BNSF Railroad for the replacement of a bridge near the WYOBEN Road. Craft moved to approve the permit as presented, the **motion** seconded and carried. Hill presented a draft letter and MOU for the communication of town addressing for review and comment. Hill gave an overview of the DEQ Delegation agreement resolution #8. Craft moved to approve the resolution as presented, the **motion** was seconded and carried. Hill gave an overview of resolution #9 to appoint delegated authority, Craft moved to approve resolution #9, the **motion** was seconded and carried. Hill presented an overview of resolution #10 accepting Department of Environmental Quality Water Quality Rules and Regulations Chapter 25 as Big Horn County's rules. Craft moved to approve Resolution #10 as presented, **motion** was seconded and carried. Hill gave an overview of the as built process to date, her concerns with the current language on that permit, and reported that she will draft a new as built permit with DEQ review and then submission to Commission for adoption. Hill gave an overview of permit non-compliance fees and possibilities for adjusted fees reporting that subdivision fees may not be subject to these noncompliance fees. Discussion determined that the fee needed to be substantial to encourage timely compliance, and public education and advertisement needs to be completed prior to enacting the fees.

Old and New Business: Smallwood presented nomination petitions for the Big Horn County Weed and Pest Board. Hyde moved to reappoint Beck, Call and Booth to serve on the Weed and Pest board, the **motion** was seconded and carried. There was discussion regarding various committee's and boards for which the Commission needed to ensure there was a member in attendance. The discussion determined that Carrizales will continue to serve on the WCCA Board, WY Department of Work Force Services Committee, Fair Advisory Committee, and will be the representative on the BLM Alkali Reservoir Cooperators group. Hyde will continue to serve as the LEPC chairman, BLM Leavitt Reservoir Cooperators representative, and liaison for the Roadless Collaborative, Bureau of Reclamation Water group, and Medicine Wheel group. Craft will serve on the Basin Authority, Big Horn Mountain Coalition and Sykes Foundation. There was discussion about the Commission visiting outside board meetings from time to time as well. Smallwood presented minutes for the December 20<sup>th</sup> meeting. Hyde moved to approve the December 20<sup>th</sup> minutes as presented, the **motion** was seconded and carried. Smallwood shared a repair issue with the county car. Discussion determined the car would be fixed as quickly as possible. There was discussion about the holiday schedule and the recent granting of January 2<sup>nd</sup> as a county holiday. Discussion determined the holiday schedule for 2017 would remain as previously approved. Changes will be considered when setting the 2018 schedule.

Smallwood presented Good of the County Items and Mail: Financial Statements: Serena Lipp- District Court Clerk (December 2016); Monthly Report(s) and prepared correspondence review: Bonds: Barbara Rodriguez-

Lovell Board of Recreation (\$25,000); Rhonda Savage – Lovell Recreation District-(\$25,000); Donald M. Russell-SBHC Water Supply Joint Powers Board (\$100,000; Charlene Anderson-Town of Basin (\$20,000)  
Cancellation of Taxes: Hamilton Ranch Inc. Parcel # 50-90-014-00082

Craft 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  
January 3, 2017

**These minutes can be viewed electronically at [www.bighorncountyyw.gov](http://www.bighorncountyyw.gov)**