

## 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: **July 17, 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 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: Bridges presented the standard AIC contract agreement for the Coroner Building construction for approval. Craft moved to approve the contract as presented, the **motion** was seconded and carried. There was discussion that Werner will be eyes on the project and help Willie with the daily review of the work being done by the contractor Bridges will act as the county's official owner representative. Bridges present a utility permit for Road 13 - Northwest Rural Water District and an access permit for Lane 43- Winters Land and Livestock and recommended approval of both. Hyde moved to approve the two permits as presented, the **motion** was seconded and carried. Bridges reported that the August chip sealing project is still being planned but a distribution truck may not be available. Bridges reported on his site visit to Lane 22 ½ and Laird Estates subdivision. There was discussion that this is no different than another subdivisions in the county and doesn't warrant extension of the current county road. Bridges will draft a letter to Mr. Leland with language from County Attorney Bean clarifying public and county roads

Carl Meyer – Airport Manager: Meyer reported that the WYDOT inspections have been done and turned out well. There was discussion about number of aircraft required for FAA funding and that our information needs to be updated as needed. Hyde shared a possible opportunity for another rather large hangar at the Cowley airport and will get contact information to Meyer. Meyer reported that the Greybull Airport was busy on inspection day with fire activity which showcased well the needs and importance of the Greybull Airport during the WYDOT visit. Ford Rose (GDA representative) gave an overview of the bid and funding process moving forward with the plans for the Cowley Airports Snow Removal Equipment building. Rose presented the Engineers letter of recommendation that the project move ahead as bid. Carrizales asked if the higher than expected bid indicated that the pricing was unreasonable. Rose explained that some of the requirements and issues with adding to an existing building limited the possible responding bidders. Rose presented the notice of award which allows paperwork to begin in advance of the contract and grant awards and an addendum to the contract for GDA to finish this project and necessary inspections which included updated FAA language for engineering contractors. Hyde moved to approve the notice of award as presented, the **motion** was seconded and carried. Craft moved to approve Addendum A to Amendment #3 of the GDA agreement, the **motion** was seconded and carried. There was discussion that the grant awards will be coming within the week and will need signed and returned as quickly as possible. Hyde moved to approve the Chairman to sign the grant award documents upon arrival to expedite the project the motion was seconded and carried. The project completion date is set for November.

Lisa Osvold-Sr. Admin Wyoming Department of Health Aging Division: Also in attendance was Area Superintendent -Bruce Alison. Osvold gave an overview of her role in the Department and Division. Osvold gave an overview of the recent legislation that proposed the privatization of the WY Retirement Center that didn't pass. Osvold gave an overview and outcomes of the strategic planning work done being done at the Retirement Center. Osvold gave an overview of staffing goals and administration hires that they hope will help change much of the culture and concerns at the Center. Osvold shared that strategic planning identified that the Vision for the center is Embracing a Quality Life for all residents, the Mission is to provide quality home living for people with cognitive deficits, behavioral needs and/or infirmities of advanced age. The 4 goals identified are: Quality Care, Financial Stability, Staffing Stability, Safety and Risk Management. Osvold is looking for

advice, help and support to help the Retirement Center change its reputation in the community and requested the Commissions assistance. Carrizales shared that he believes hiring of an administration that works well with the staff is key. Osvold reiterated the Division's commitment to the facility, community and the needs it serves. Osvold shared that a registered apprenticeship program for CNA's is being worked on for the Retirement Center and other facilities in the state. Alison shared that Osvold is very vocal and is gaining the attention needed from the Department of Health and that he sees things are turning around. Hyde asked how the Commission can help with this work. Osvold requested the Commission to give her honest feedback and share what they are hearing in the community. Craft asked about the high school program that used to be in place for CNA interests and if they were considering that as possible. Craft also asked if the salaries were competitive for the area Osvold indicated they are on statewide pay scales

Stephanie Muckley-Land Planning: Muckley reported on land planning activities and the subdivisions in process. Carrizales asked if the septic work has been an issue. Muckley shared that a lot of questions are coming up because people don't understand their system designs and the staff to assist isn't available.

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

ALSCO 60.46, AMERICAN WELDING & GAS INC. 159.83, CAROLYN BARNES 116.00, BASIN REPUBLICAN RUSTLER 714.00, BASIN REPUBLICAN RUSTLER 80.00, MATTHEW BENDER & CO., INC. 396.38, BIG HORN CO-OP MARKETING ASSN 1,172.36, BIG HORN CO-OP MARKETING ASSN 63.31, BIG HORN CO-OP MARKETING ASSN 10.78, BIG HORN CO-OP MARKETING ASSN 70.41, BIG HORN COUNTY FAIR 65,000.00, BIG HORN RURAL ELECTRIC CO. 563.53, BLAIR'S MARKET 3.28, BLAC-RAC MANUFACTURING INC 1,044.62, BURLINGTON SERVICE STATION 217.00, C & B OPERATIONS, LLC 66.63, CANON FINANCIAL SERVICES 448.52, CARDINAL HEALTH 110 LLC 846.75, CARQUEST AUTO PARTS 5.99, CMI-TECO 32.00, CENTURY LINK 38.56, CONTROL SOLUTIONS, INC 58.00, COPENHAVER, KATH, KITCHEN 150.00, COVENANT INSURANCE GROUP INC. 1,975.00, MARK CHESHER 250.00, CAYDELYNN D CUPRAK 150.00, WAYNE A. BIRD 1,200.00, DEB CRAFT 132.71, L. N. CURTIS & SONS 1,440.00, CUSTOM DELIVERY SERVICES, INC. 32.09, DBT TRANSPORTATION SERVICES, LLC 3,307.79, DASH MEDICAL GLOVES 645.30, DOUBLE D LIVESTOCK, LLC 3,250.00, TINA ELY 3.94, FAIRBANKS MEDICAL CONSULTING, PC 800.00, FIVE COUNTY JOINT POWERS BOARD 22,560.00, FIRE PROTECTION & SAFETY 283.50, DANIEL K GARNETT 200.00, JAMES R GILL 150.00, GREYBULL BUILDING CENTER 391.21, CURTIS GRIMES BAND LLC 1,250.00, HEMOCUE AMERICA 539.00, CAROLE L BLAKEMAN 200.00, SHANNAN HOVEY 28.34, HUB-BHJ INT'L MOUNTAIN STATES LTD 89,729.00, BOBBIE JENKS 142.79, JOYCE E JOHNSON 100.00, KEELE SANITATION 155.00, 477 LAWSON PRODUCTS, INC. 250.91, LOVELL CAR CLINIC 140.00, LOVELL CHRONICLE 102.00, 41480 LOVELL BUILDING CENTER 42.34, LOVELL VETERINARY SERVICE 103.00, MIDWAY AUTO SALES 24.75, SARAH N. MILES 150.00, TED MENKE 55.59, REBECCA S MONCUR 150.00, MOTOR POWER EQUIPMENT CO. 701.50, MOTOROLA SOLUTIONS CREDIT 80,931.95, MURDOCH OIL, INC. 395.24, O'REILLY AUTO PARTS 2,159.31, THE OFFICE SHOP, INC. 2,338.63, HOMAX OIL SALES INC. 76.93, PARK COUNTY CLERK 32.13, THOMAS Y. PICKETT & COMPANY, INC 1,700.00, PLAN ONE ARCHITECTS 10,065.01, PUBLIC AGENCY TRAINING COUNCIL 495.00, PUBLIC DEFENDER 450.00, QUILL CORPORATION 534.03, RAMS HEAD FINANCIAL SERVICES 50.00, RAWHIDE MECHANICAL 2,033.29, RED APPLE SUPERMARKET 191.50, RIVERBEND PLUMBING & HEATING 192.50, ROBERT BROOKE & ASSOCIATES 2,665.00, ROCKY MOUNTAIN POWER 1,732.90, RURAL FIRE PROTECTION DIST. #1 295.99, SHERRI SCHELL 612.00, BRET SAVAGE 450.00, SANDERS PLUMBING & HEATING, INC. 37,972.93, SERLKAY PRINTING 75.00, SOUTH BIG HORN COUNTY HOSPITAL 2,995.42, SOUTH BIG HORN SENIOR CITIZENS 240.57, SPENCER FLUID POWER 154.49, TCT WEST, INC. 6,468.66, TCT WEST, INC. 973.48, TANK MANAGEMENT SERVICES 860.00, LORI THON 150.00, TRI COUNTY TELEPHONE ASSOC. 66.62, SECURITY STATE BANK 776.20, VALLEY HARDWARE 436.56,

LIBERTY E VASTINE 12.34, WYONET, INC 6,242.40, WHEELER'S IGA 29.67, WHITE INK PRINTING LLC 22.00, WILD EDGE SCREENPRINTING 90.00, WYOMING DEPT. OF WORKFORCE SERVICES 1,431.48, WACO 325.00, WYO.COUNTY COMMISSIONERS ASSOC 10,272.00, WYO DEPT. OF HEALTH 386.00, WYOMING DEPT OF HEALTH 24.00, WYOMING GAS 1,240.70, YELLOWTAIL REFRIGERATION, INC 308.00, YOUNGS 46.24, W3 MUSIC LLC 1,250.00, GARY LADD 450.00, THE PARTY PEOPLE LLC 1,800.00, BOUNCE OFF THE WALLZ LLC 5,000.00, LANAE E MCDONALD 400.00, VICTORIA BALES 75.00, FRANCES LILI TURNELL 75.00, MICHELLE RAE NEWBERRY 225.00, JESSICA D FLANAGAN 225.00, COLE TULLY 400.00, BRECK A BUER 600.00, CHARLES S HURLEY 2,000.00, BTYAN WILSON 200.00, VICKY ANN GOPP 100.00, LINDA COOPER 50.00, SHELBE RAE CHOUINARD 50.00, LAWRENCE A SNYDER, JR 50.00, AMANDA RENEE OTTO 50.00, LAUREL RIGBY 600.00, JACQUELINE HARROD 50.00, TRUDY CRAFT 27.11, JO ELLEN GASVODA 50.00

Hillary Mulley- BHC Public Health: Mulley presented the department report. Mulley reported that Craft is resigning her nursing position and requested the Commission approve the replacement of that nurse position via the state process. The Commission agreed by consensus. By consensus the Commission approved the purchase of replacement of the data loggers for the vaccine storage systems from the PHN budget.

Sheila Paumer – Fair Operations Manager: Paumer reported on fair preparations and rock clearing in the outdoor arena. Paumer reported that Bridges had requested Werner have Big Horn Heating look at the multipurpose buildings condensation issue and an air exchanger. The Commission will discuss the topic with Werner. Paumer reported that sound systems will be finished in the arena and the multipurpose building. There was discussion regarding the need for a new pig barn and housing of the pigs in the multipurpose building. The Commission agreed by consensus that pigs will not be housed in the multipurpose building and the advisory committee will be asked to come up with some ideas and cost estimates for a replacement pig barn.

Brent Godfrey- Fire Warden: Godfrey gave the Commission an overview and cost of the Terek Fire. Godfrey shared that he would be paid \$3,000 directly for his work on this fire and he would like direction regarding how they would like his compensation to be handled. County Attorney Bean and Smallwood will review the situation and advise.

Old and New Business: Smallwood presented and Hyde moved to approve the July 3<sup>rd</sup> minutes as presented, the **motion** was seconded and carried. Craft moved to approve the 2019 annual contribution agreements for the UW extension staff in Big Horn County, the **motion** was seconded and carried. Craft moved to sign the annual engagement letter with county auditor James Reilly, the **motion** was seconded and carried. Hyde shared that there was an oil spill near Byron and that Emergency Management Coordinator Dobbs was on scene to help manage the issue. Hyde reported that there will be a meeting regarding winter use of Crystal Creek Road. Hyde reported that it has been used for years to access parking for snow mobile use and had been kept open by FAA who will no longer take that responsibility. Hyde asked what the Commission's thoughts were if the County was asked to participate in that effort. Hyde will gather information and report back. Carrizales shared that he had been contacted by J. Nebel asking if the county would discuss the National Guard Building with the Town of Lovell. By consensus the Commission agreed a meeting was in order when Lovell had information available.

Smallwood presented Good of the County Items and Mail: **Financial Statements:** Lori Smallwood- County Clerk (June 2018) **Monthly Report(s) and prepared correspondence review:** Big Horn County Library Board Minutes (April & May 2018) **Bonds:** V. Beal – Town of Lovell (\$50,000); M. Richlin-Town of Deaver (\$40,000); C. Braten-Town of Byron (\$50,000); S. Monk-Southend Water Users Improvement Dist. (\$50,000); J. Wildman-Big Horn Canal Irrigation Dist. (\$10,000); D. Rasmussen-Big Horn Canal Irrigation Dist. (\$10,000); C. Braten-Byron Solid Waste Disposal Dist. (\$10,000)

Craft 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  
July 17, 2018

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