

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 18th 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 Hyde. Carrizales recognized the Otto area Boy Scouts working on their citizenship badge. The agenda was presented, 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: Access permits were presented and approval recommended for Lane 12 (Croft) and Road 36 (Flitner). A revised utility permit on Lane 43 for the SBHC Rural Water District was also submitted and recommended for approval. Craft moved to approve all permits as presented, the **motion** was seconded and carried. Bridges reported that the Charter agreement has been reviewed by C.A. Adams comments and requested changes will be sent to Charter as soon as she has them prepared. Bridges noted that the County Road Policy will be in place prior to the signing of that agreement. Bridges reported that FS Road 17 will be done this week. Bridges reported that he had received requests for turn lanes to be added to the highway for Lane 9 and 10 during the WYDOT project being started on HWY 310. Bridges will draft a request to see if this is a possibility due to the amount of turn off traffic in those two areas. There was discussion that the county road in that area will require some additional maintenance during this time due to heavier use as an unofficial detour. A conference call was held with Wyoming DEQ's Sarah Bargsten, and Cindi Martinez to discuss work at the Lovell Refinery. Bargsten gave a status of the work with Inberg – Miller and the issue of large amount of surface asbestos on sight prohibiting Inberg-Miller to continue this work until asbestos removal is completed. Sara explained that the asbestos abatement work would be completed using State funds and she is looking for County approval to move forward with that work. By consensus the Commission agreed to give DEQ permission to access the property and do the abatement work. Bridges asked Bargsten to clarify if there is a projection on how much work needs to be done to release the site as an industrial site. There was discussion about various aspects of the site but no projection is available at this time. Bridges stated that in the future there may need to be some timeline and cost estimates to help inform some inquires placed by Lovell Inc. on the property. Hyde pointed out that the cleanup will be in the millions of dollars and the property is only worth maybe \$100,000. Bridges pointed out that the only way this will be a productive use of County funds will be to limit our obligation to the property value. Bridges asked about the approval of the 2017-2018 budget and asked the question about the part time position included in his budget. Carrizales shared his expectations that the phone be answered by whomever is in the departments. Bridges will think about options and will get with payroll to find a solution to staff his assistant needs.

Carl Meyer – Airport Manager: Meyer presented the Airport report. Meyer submitted the DBE policy statement for the North Airport for signature. Hyde moved to approve the policy statement as presented the motion was seconded and carried. Meyer shared issues encountered over the weekend for the SEAT Base use and BLM personnel shortages that have created the possible need to use the County's land lease to allow them to operate out of Greybull right away. The Commission by consensus authorized Meyer to sign that lease if it doesn't arrive during the meeting. Meyer gave an overview of the additional tie downs needed, the logistics of getting them installed and funding requested for reimbursement. GDA will give the specs to have some tie downs installed and proceed with a few to be installed as quickly as possible. By consensus the Commission authorized Meyer to proceed. Meyer reported that the Sheppard letter was returned undeliverable. Additional delivery options are being pursued by the County Attorney.

Bobbie Jenks- Big Horn County Public Health: Jenks presented revenue and immunization increases between 2016 and 2017 and expressed her appreciation for the staff that does all the work. Jenks gave an overview of

current staffing plans. Jenks gave an overview of the MCH and TANF programs, and restructuring of funds. Craft asked where Commissioners could lobby to get those funds more equally sent to smaller counties or counties that don't have Grant nurses. Jenks discussed her work to determine any program income in 2016-2017 year to supplement her MCH and TANF projects. Jenks shared some public outreach documents regarding flu clinics. Jenks presented cash handling and travel policies she drafted based on other county public health and state offices and requested county review. By consensus the Commission asked Jenks to get the State to review her policies and just inform the clerk's office of those finalized policies. Jenks shared an outreach plan they are working on to encourage citizens to "unplug" for a certain amount of time each day and for a number of days to promote and support family time and activities.

Marquerite VanDyke & Carol Willard-Deputy County Clerks: VanDyke and Willard presented bills and payroll items. Hyde moved to approve the bills and payroll as presented.

DIAMOND OAK, INC 195.00, ALSCO 51.64, ALTIMUS DISTRIBUTING INC 22.27, AMERICAN WELDING & GAS INC. 204.16, ASCENT AVIATION GROUP, INC 60.00 , ARC SPORTS 80.00, B&G INDUSTRIES LLC 27.50, EVELYN GAYE BARRETT 70.00, BASIN PHARMACY 7.96, BASIN REPUBLICAN RUSTLER 2,309.50, BASIN REPUBLICAN RUSTLER 243.00, MATTHEW BENDER & CO., INC. 557.15, THOMAS L BENNETT, MD 1,950.00, BIG HORN CO-OP MARKETING ASSN 781.54, BIG HORN CO-OP MARKETING ASSN 4,197.45, BIG HORN CO-OP MARKETING ASSN 11.99, BIG HORN CO-OP MARKETING ASSN 55.28, BIG HORN CO-OP MARKETING ASSN 90.02, BIG HORN COUNTY FAIR 65,000.00, BIG HORN ENGRAVING & SIGN 4,279.00, BIG HORN RURAL ELECTRIC CO. 559.89, FELIX CARRIZALES 124.12, CANON FINANCIAL SERVICES 338.66, CARQUEST AUTO PARTS 630.05, CARROT-TOP INDUSTRIES INC. 210.64, CENTURY LINK 95.15, CENTER POINT LARGE PRINT 176.16, COPENHAVER, KATH, KITCHEN 150.00, COVENANT INSURANCE GROUP INC. 1,975.00, CAYDELYNN D CUPRAK 110.00, WAYNE A. BIRD 1,200.00, TOWN OF COWLEY 139.35, CUSTOM DELIVERY SERVICES, INC. 97.30, CUSTOM GARAGE DOOR LLC 170.00, DBT TRANSPORTATION SERVICES, LLC 3,307.79, DOUBLE D LIVESTOCK, LLC 3,250.00, FIVE COUNTY JOINT POWERS BOARD 19,560.00, BRONSON FAUGHN 10.00, DANIEL K GARNETT 200.00, GRETCHEN GASVODA KELSO 490.06, JAMES R GILL 100.00, GDA ENGINEERS 11,280.20, GREYBULL BUILDING CENTER 330.76, GREYBULL STANDARD 856.00, HASKELL FUNERAL HOME 439.10, CAROLE L BLAKEMAN 200.00, I-STATE TRUCK CENTER 102.30, J&E, INC. 39.96, JOYCE E JOHNSON 85.00, JOHN R. HALEY IV 231.34, KEELE SANITATION 147.00, PHYLLIS B LEWIS 50.00, LOVELL CHRONICLE 1,760.00, LOVELL BUILDING CENTER 3.50, SARAH N. MILES 150.00, TED MENKE 54.57, CATHY SUSAN MIARS 35.00, MINCHOW'S FOOD COURT 26.50, REBECCA S MONCUR 100.00, MICHAEL GORSKI 200.00, MULTI ELECTRIC MFG., INC 119.57, MOTOROLA SOLUTIONS CREDIT 80,931.95, MURDOCH OIL, INC. 276.58, EUGENE WELDERS SUPPLY CO 40.00, NORTH BIG HORN HOSPITAL 150.00, O'REILLY AUTO PARTS 481.26, THE OFFICE SHOP, INC. 52.01, PARK COUNTY CLERK 50.44, THOS. Y. PICKETT & COMPANY, INC 1,600.00, PITNEY BOWES POSTAGE BY PHONE 244.74, POWELL VALLEY HEALTHCARE 400.00, QUILL CORPORATION 847.43, RACO INDUSTRIES LLC 238.65, ROCKY MOUNTAIN POWER 1,978.61, SHERRI SCHELL 612.00, SELBY'S 550.00, SHOSHONE OFFICE SUPPLY 86.20, DUSTIN SMITH 35.00, SOUTH BIG HORN COUNTY HOSPITAL 504.01, SPENCER FLUID POWER 219.96, STANLEY CONVERGENT SECURITY 42,422.00, ZIEBER R STETLER 2,300.00, TCT WEST, INC. 6,513.76, TCT WEST, INC. 971.07, TERRALOGICS, INC. 205.00, LORI THON 200.00, TNT SPRINGS, INC. 461.12, TRI COUNTY TELEPHONE ASSOC. 33.12, TYLER TECHNOLOGIES, INC 165.38, SECURITY STATE BANK 5,556.37, VALLEY HARDWARE 182.23, WYONET, INC 6,350.40, WAM-WCCA EMERGENCY LEASE PROGRAM 2,500.00, WELLS FARGO BANK 2,500.00, FRED A. WERNER 428.31, WHITE PARK BROADCASTING 166.00, BRYAN WILSON 150.00, BILLY WOOD 48.21, WYOMING DEPT. OF WORKFORCE SERVICES 1,852.39, WEX BANK 4,509.62, WYOMING GAS 1,271.77, WYO. LAW ENFORCEMENT ACADEMY 435.00, WYOMING TECHNOLOGY TRANSFER CENTER 60.00, KIMBERLY ZIERLEIN 35.00, W3 MUSIC LLC 1,250.00, GARY LADD 350.00, RON MAVRICH 600.00, THE PARTY PEOPLE LLC 1,600.00, BOUNCE OFF THE WALLZ LLC 3,600.00,

LANAE E MCDONALD 300.00, VICTORIA BALES 35.00, FRANCES LILI TURNELL 35.00, MICHELLE RAE NEWBERRY 100.00, MATHEW DAVID ALLAN MORRISON 400.00, JESSICA D FLANAGAN 100.00, COLBY HALES 150.00, MARION D DICKINSON 35.00, COLE TULLY 300.00, TOM O'DAY PRODUCTIONS 200.00, ROADRUNNER SANITATION 365.00

Sheila Paumer – Fair Operations Manager: Paumer reported on a computer crash and the plans to get something operational before fair as well as final preparations for the fair week. Paumer shared that she would be receiving a donation of a Bingo machine for possible bingo fund raising events.

Old and New Business: Smallwood presented the South Sr. Center Lease renewal for signature. Hyde moved to approve the lease as presented, the **motion** was seconded and carried. Smallwood presented the 2016-2017 audit engagement letter for signature. On behalf of District Court Clerk the renewal Child Support Co-operative agreement was presented. Craft moved to approve the cooperative agreement as presented, the **motion** was seconded and carried. Smallwood presented the renewal workers compensation agreements with for all five Big Horn County Fire Districts. Hyde moved to approve the agreements as presented the **motion** was seconded and carried. The Shell Ambulance lease was presented. Hyde moved to approve the Shell ambulance lease as presented the **motion** was seconded and carried. The North and South Sr. Citizens Services agreements were presented for approval. Craft moved to approve both agreements as presented, the **motion** was seconded and carried. The South Sr. Center in Home Service agreement was presented for approval. Craft moved to approve the in home service agreement as presented, the **motion** was seconded and carried. The agreement for the Big Horn Basin Adolescent Services was presented for approval. Hyde moved to approve the agreement as presented, the **motion** was seconded and carried. Service Agreements for the Lovell, Greybull and Basin Chambers of Commerce were presented for approval. Hyde moved to approve the Chamber of Commerce agreements as presented, the **motion** was seconded and carried. Titles to old equipment being sold by North Search and Rescue were presented for signature and transfer.

Smallwood presented Good of the County Items and Mail: **Financial Statements:** Serena Lipp-District Court Clerk (June 2017); Ken Blackburn-BHC Sheriff (June 2017), Lori Smallwood –County Clerk (June 2017) **Monthly Report(s) and prepared correspondence review:** Minutes BHC Weed and Pest (June 2017) **Bonds:** R. Savage–Lovell Rec. District BOCES (\$25,000); R. Moncur–Lovell Rec. District BOCES (\$5,000); V. Beal-Town of Lovell (\$50,000)

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 July 18, 2017

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