

## 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 3, 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 (via conference call): R. Leland introduced himself and gave his background. Leland summarized the petition request that was originally submitted to the Commission in November 2017 and requested that the Commission reconsider his request. Leland requested the County adopt the last mile and ½ of Lane 22 ½ as a county road citing the 1980 subdivision regulations that required a public road be accessible to all lots in the subdivision, and that all but this last section of Lane 22 ½ is already county road. Bridges gave an overview of the subdivision approval and clarified the difference between a public road and a county road. Bridges reiterated that roads inside a subdivision are not county roads and that the maintenance of those roads were the responsibility of the subdivision not the county. Leland expressed frustration because part of the Laird Estates subdivision has a county road and that road stopping at the cattle guard didn't seem logical. Leland also stated that land owners purchased their property assuming the road was four season assessable and maintained. Hyde shared that there is nothing beyond the end of the road that would make it a benefit to the county. County Attorney Bean shared that there is a significant legal difference between a county road and a public road. Carrizales suggested the topic be looked into further and discussed at later date. Hyde reiterated his opinion that no change be considered because there is no benefit to the county and that bringing that section of road up to county standards and would be very expensive. Bridges suggested tabling the issue until further research can be done. Carrizales stated he was not in favor of changing any policy but he would like to review the topic further.

Bridges gave an overview of the value engineering meeting on the Coroner building and the identified areas of possible cost savings totaling approximately \$38,000 with an additional \$15,000 possible if salvaged equipment could be obtained. Hyde expressed his appreciation of the work and the significant savings it identified. Craft expressed concern with possible short cuts or substandard work and what control the County would have over the work, materials used and use of local contractors. Bridges clarified that he will be acting as the owner's representative for this project and that the builder is responsible for the specs being followed. Carrizales reported that he has received some comments from people knowledgably about these types of projects which had changed his mind about value engineering and his opinion now was that we shouldn't skimp. Carrizales stated his opinion had changed now because of the due diligence had been done when planning for this building and it should move ahead as planned despite the cost. Craft expressed her surprise at how the cost of this building had grown but she also appreciates that cutting corners will not produce the quality building that is needed. Hyde reiterated he had been in favor of the project from the beginning and his understanding for the need to not sacrifice quality or functionality. Hyde asked how the proposed changes could complicate the project. There was discussion about changes to the building that used equipment and storage could cause. Carrizales expressed his desire to move forward as the project as bid because of the research that had been done and lessons learned. Hyde moved to go forward with the project as designed by Plan One and bid by Odell construction. The **motion** was seconded and carried

Bridges reported that the planned chip sealing work in August may have to be postponed due to equipment from Montana being delayed by the wet weather.

Ed Luhm – Hearing Officer-Whaley Road Petition: Ed Luhm presented and reviewed the final order for the establishment of a private road. Hyde moved to approve the order for the establishment of a private road in the 2011 matter of application of Patrick J Whaley and Mary L. Whaley. The **motion** was seconded and carried. The order will be recorded in the permanent land records for Big Horn County.

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

ALSCO 57.85, AMERICAN WELDING & GAS INC. 292.94, AC ELECTRIC LLC 5,198.95, DEL ATWOOD, JR 495.78, WHITE LINE LLC 6,329.85, CAROLYN BARNES 39.79, BASIN PHARMACY 13.86, BASIN PHARMACY 1,542.51, BASIN REPUBLICAN RUSTLER 648.50, TOWN OF BASIN 12,245.71, MARCIA E BEAN 63.54, MATTHEW BENDER & CO., INC. 821.22, BIG HORN CO-OP MARKETING ASSN 5,945.08, BIG HORN CO-OP MARKETING ASSN 162.56, BIG HORN CO-OP MARKETING ASSN 888.22, BIG HORN CO-OP MARKETING ASSN 68.96, BIG HORN COUNTY WEED & PEST CONTROL 886.76, BLAIR'S MARKET 11.41, CASPER STAR TRIBUNE 838.88, CMI-TECO 313.06, CENTURY LINK 489.91, 41342 CONTROL SOLUTIONS, INC 206.00, COMMUNICATION TECHNOLOGIES, INC. 227.72, CATHLEEN COLLINS 120.07, COUNTY CLERK 4.00, DONNA K CAPELLEN 55.35, TOWN OF COWLEY 139.35, CUMMINS ROCKY MOUNTAIN LLC 151.71, DENNY MENHOLT CHEVROLET 1,351.15, DEMCO 808.84, DIGITAL ALLY 4,025.00, LARAE DOBBS 90.00, E&M HEATING & A/C, INC. 85.00, TINA ELY 25.98, GRETCHEN GASVODA KELSO 236.53, GREYBULL BUILDING CENTER 124.20, GREYBULL STANDARD 416.50, TOWN OF GREYBULL 232.24, HASKELL FUNERAL HOME 573.72, HEART MOUNTAIN FARM SUPPLY 60,685.52, HYATTVILLE VOLUNTEER FIRE DEPARTMEN 630.15, JOHN G. HYDE 612.58, I-STATE TRUCK CENTER 4,126.98, INTERSTATE POWER SYSTEMS, INC. 2,686.98, MICHAEL K JAMESON, JR 1,200.00, JOHN R. HALEY IV 231.34, CHRISTOPHER J KING, PC 250.00, BECKY A. LINDSEY 48.20, 141369 LOCAL GOVERNMENT LIABILITY POOL 1,000.00, TOWN OF LOVELL 473.66, LOVELL VETERINARY SERVICE 68.00, KEELA M MANGUS 648.00, MAYES BROTHERS LLC 1,654.42, CARL MEYER 52.32, MEINECKE & SITZ, LLC 157.50, MILLER'S FABRICATION & CONST. 30.91, MINCHOW'S SERVICE 10,496.24, MONTANA-DAKOTA UTILITIES 267.22, MONTANA ARENA SOLUTIONS LLC 2,250.00, MOUNTAIN MOTOR SUPPLY 891.93, HILLARY G. MULLEY 9.27, 141382 KAMI NEIGHBORS 371.69, NORMONT EQUIPMENT COMPANY 9,505.00, THE OFFICE SHOP, INC. 2,413.89, OTIS ELEVATOR COMPANY 846.24, PLAINSMAN PRINTING, INC. 478.70, PLAN ONE ARCHITECTS 16,048.88, PITNEY BOWES GLOBAL 144.78, PURCHASE POWER-PITNEY BOWES 121.01, POWELL VETERINARY SERVICES 27.00, PROFORCE LAW ENFORCEMENT 1,061.75, WILLIAM E. BRIDGES 8,884.45, QUILL CORPORATION 2,097.42, RED APPLE SUPERMARKET 80.31, RIMROCK TIRE, INC 1,009.70, ROCKY MOUNTAIN POWER 738.97, ROVENNA A COOLEY 925.00, RANDY L. ROYAL 310.00, SECURITY STATE BANK - PETTY CASH 12.28, SELBY'S 175.00, SOUTH BIG HORN COUNTY HOSPITAL DIST 3,833.33, SOUTH BIG HORN COUNTY HOSPITAL 908.10, STOCKMAN'S BAR 43.75, SUNSHINE OFFICE PRODUCTS 19.55, SYSCO FOOD SERVICES 21,342.09, TRACTOR & EQUIPMENT CO. 1,834.02, TRANSUNION RISK & ALTERNATIVE 50.00, TRAVELING COMPUTERS, INC. 12,416.42, TRI-STATE TRUCK & EQUIPMENT INC. 83.19, TYLER TECHNOLOGIES, INC 6,593.05, SECURITY STATE BANK 9,867.94, U.S. POSTMASTER 78.00, UNIVERSITY OF WYOMING 50.00, VALLEY HARDWARE 290.10, VERIZON WIRELESS 1,189.43, WAVES WEB DESIGN 650.00, WESTATE MACHINERY CO. 726.50, WESTERN PRINTING INC. 425.51, WHEELER'S IGA 13.34, WILD EDGE SCREENPRINTING 75.00, BARBARA H WORKMAN 586.56, WYOMING FIRE SAFETY 64.00, YELLOWSTONE RADIOLOGY PC 576.00, TRUDY CRAFT 21.26, ROGER'S SPORT CENTER 1,006.95, SERENA K LIPP 402.21, FRANDSON SAFETY INC. 150.00, BASIN PHARMACY 164.91

Carl Meyer – Airport Manager: Meyer reported that the bid opening for the snow removal equipment building only received one bid from Heart Mtn. Construction that is being reviewed by GDA. Meyer reviewed the

process for the project moving forward. The project total is approximately \$215,991. Meyer reported that FAA inspections are planned for July 9 & 10<sup>th</sup>.

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

Old and New Business: Smallwood presented good of the County items. Craft moved to accept the Big Horn County Unclaimed and Indent Burial policy as presented, the **motion** was seconded and carried. Smallwood presented budget changes from the last work session and phone calls. Hyde summarized changes he proposed that would increase the salaries to more equitable amounts for the facilities manager and road and bridge foreman. Hyde shared his methodology for the proposed increases. Carrizales shared his view that the 3% already planned for all county staff was sufficient for now with the possibility of considering further adjustments next year. Craft shared that she had asked for the road and bridge salary survey and she is in favor of further consideration at the work session on July 11<sup>th</sup>. Hyde moved to approve the minutes from the June 19<sup>th</sup> meeting as presented, the **motion** was seconded and carried. There was discussion regarding the prevention funding from the Wyo. Department of Health. Hyde shared that the administrative aspect of this funding is going to be difficult, that he wasn't in favor of the administration/reporting being added to the county clerk's duties, and that he believed the Sheriff's office to be the appropriate administrative home for the funding. Craft shared that prevention is important in our County, the funding is needed and that administration is key. Carrizales shared his concern that many talking about this funding were more concerned with the money and not the prevention work it is intended to do. Carrizales asked if possibly partnering with another agency like hospitals who are already doing this work would be a better strategy for Big Horn County. Hyde and Bean shared that they didn't think hospitals were the best home for prevention work. Craft agreed with their assessment. There was discussion regarding Public Health and how it is done in Hot Springs County. Carrizales shared that he has requested a meeting with S. Wiley for some advice on this topic. By consensus the Commission agreed to hold a meeting with as many stakeholders as possible to help identify the needs and best approach for Big Horn County. The meeting will be held July 24, 2018 at 9:30.

Smallwood presented Good of the County Items and Mail: Financial Statements: Serena Lipp-District Court Clerk (June 2018) Monthly Report(s) and prepared correspondence review: Byron Solid Waste Dist. Minutes (May 2018); LEPC Minutes (May 2018) Bonds: S. Hartman-Otto Cemetery Dist. (\$10,000); D. Russell-North Bench Drainage Dist. (\$10,000); L. Marcus-Otto Cemetery Dist. (\$10,000);

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  
July 3, 2018

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