

## 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: **June 6<sup>th</sup>, 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 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 – Pryor Mtn. Engineering / Road and Bridge: Bridges reported that the BLM will be converting county road right-of-ways agreements to perpetuity agreements removing the need to keep track of expiring dates and multiple reapplications. Bridges shared he will be meeting with the BLM when they are here viewing the various pits in the area. Bridges reported that both FEMA flood damage projects from 2011 are close to finalized and paid. Bridges gave an update on the franchise agreement from Bresnan/Charter that he and County Attorney Adams have been working on with discussion that the upcoming road policy will help eliminate some of the proposed agreement concerns. Bridges reported on anticipated flooding along the Greybull River and expected issues for Road 8. There was discussion that bank reinforcement may be needed explored after the water recedes. Bridges presented a three year contract extension for Pryor Mountain Engineering highlighting that the rates have not changed since the 2014 agreement. Carrizales asked if it was possible to change the mileage reimbursement rate to the federal rate instead of the current 70 cent rate in the agreement. Hyde stated his opinion that the federal rate is not adequate and that a private entity should be able to receive an amount necessary cover costs. Bridges stated the 70 cent rate is what is billed to all other clients, and that he believes he has helped the county by not raising his service rates at all. Carrizales stated that he is going to be tough and ask for something from everyone and that he appreciates the work and expertise of Pryor Mtn. Engineering. Craft agreed with Carrizales request for Pryor use the federal mileage rate. Craft moved to approve the renewal contract with Pryor Mtn. Engineering with the mileage reimbursement rate changed to the federal rate. The **motion** was seconded and carried with two supporting and votes. Bridges will amend the agreement and present it for signature at the next meeting. Bridges reported on attempts to meet with the Flitners to resolve the cattle guard wing concern on the Odessa Cemetery Road. Hovey reported that he made the needed wing and saved almost 90% of what it would have cost to purchase one. Carrizales asked for progress on the items blocking the Old Greybull River Road. Bridges suggested another verbal request be made and documented. If no action is taken, Carrizales will request assistance from the County Attorney.

Hovey reported on work to date on the seed ranch road and other work recently completed. Hovey reported he had sent an employee to grader school in Cody and expects the training will be valuable. Hovey reported that he had completed a repair on Horseshoe Lane in the area cut by the water district and asked if the County should be sending a bill to the district. By consensus the Commission agreed that a bill will be sent for repairs totaling \$2,500. Hovey presented utility permits for Greybull River Road, Road 23, and Lane 40. Hovey shared his concern with the water lines crossing the roads due to leaks. Discussion determined there was no other way for the South Big Horn County Water District to complete their water line expansion project. Hyde moved to approve the permits as presented, the **motion** was seconded and carried. Hovey presented a utility permit for TCT in the Burlington-Otto area. Bridges reported that project will require only minor work in the right of way and is not a concern. Hyde moved to approve the permit as presented, the **motion** was seconded and carried. Wambeke presented a utility permit for Lane 7 ½ and discussed waiving a second permit fee. Hyde moved to approve the permit as presented noting that the application fee will be waived due to the construction time frame requiring only one inspection visit. The **motion** was seconded and carried. Hyde shared that shortly the Commission will be requesting some budget cuts and asked Wambeke and Hovey to review their budget for possible cuts and cost saving measures. Carrizales pointed out that efficiency of staff and equipment is important.

Carl Meyer – Airport Manager: Meyer reported on Airport activities. Meyer shared that the BLM is happy with Greybull as their seat base and have indicated they will increase this activity. Meyer shared that previous estimate for 10 additional tie downs was \$42,000 so he is currently exploring WYDOT shovel ready project funding. There was discussion about the cost match of approximately \$6,000, the need for the county to possibly go ahead and fund the project due to the immediate need and possibilities for reimbursement if the project is awarded by WYDOT later in the summer. Meyer suggested a couple of weeks further explore ways to secure the needed funding prior to making that decision. Meyer reported that three drag race dates have been tentatively approved by the FAA with stipulations for tenant complaints and runway damage inspections. Carrizales requested that race proceeds be turned back to the County in a timely manner. Meyer presented a land lease renewal for Cloud Peak Drags LLC Lease. Craft requested Meyer get a copy of their insurance certificate for the file. Craft moved to approve the lease as presented, the **motion** was seconded and carried.

Meyer shared information with the Commission about non-aviation hangar use not related to commercial non-aviation use and highlighted language in the current minimum standards rules that fits the FAA newest guidance for the topic. Discussion determined the current document is sufficient and by consensus agreed that no further action or changes need to be made. Meyer summarized the non - aviation commercial use issue and the rules regarding lease rates for those activities. Meyer reported that his research has determined there is not a significant difference in this area and he sees no need to adjust the current rate. Carrizales suggested that Meyer inform the lease holder and that at this point no changes need to be made due to the new FAA rules.

Marquerite VanDyke & Carol Willard-Deputy County Clerks: The session was attended by various county employees and Carrizales welcomed them to the meeting. N. Vigil summarized the request that was presented to the Commission via a letter and asked for the Commission to explain their thinking when considering reducing the number of County Holidays. Lindsey pointed out that in a time when raises are not possible the removal of holidays would further degrade employee morale. Various other employees spoke about the topic and shared opinions and concerns. Hyde expressed his support for the holiday schedule as presented and his opinion that this year in particular is not a good year to request additional sacrifice from employees. Carrizales expressed appreciation to whomever wrote that letter and shared concerns that he didn't feel the letter represented all employees. Carrizales shared his thoughts regarding employee appreciation, the need for change his concerns regarding county resources, and other employee concerns. Hyde moved to approve the holiday schedule as presented, Craft seconded the **motion** noting the need for discussion. There was additional clarification shared by employees and Carrizales. Craft shared that cuts are going to need to be made and that some may or may not need to be in paid holidays and expressed her appreciation for all that county employees do. A vote was called for and the motion was carried with two yes votes.

VanDyke and Willard presented bills and payroll items. Hyde moved to approve the bills and payroll as presented, the **motion** was seconded and carried.

ALSCO 51.64, AMERICAN WELDING & GAS INC. 348.93, ASCENT AVIATION GROUP, INC 60.00, WHITE LINE LLC 300.00, AXIS FORENSIC TOXICOLOGY, INC 250.00, BOB BARKER COMPANY, INC. 543.23, CAROLYN BARNES 218.06, BASIN PHARMACY 392.11, BASIN REPUBLICAN RUSTLER 189.00, TOWN OF BASIN 10,131.45, BIG HORN CO-OP MARKETING ASSN 52.97, BIG HORN CO-OP MARKETING ASSN 45.98, BIG HORN COUNTY SOLID WASTE DIST. 16.80, BIG HORN COUNTY WEED & PEST CONTROL 220.00, BILLINGS CLINIC TRAINING CENTER 826.00, BLAIR'S MARKET 48.48, BURLINGTON CAR CARE LLC 18.65, CANON FINANCIAL SERVICES 338.66, CARQUEST AUTO PARTS 1,123.36, CENTURY LINK 489.20, CNA SURETY 100.00, THE COUNTRY FLOWER 75.00 COPENHAVER, KATH, KITCHEN 150.00, CATHLEEN COLLINS 15.37, COUNTY CLERK 5.00, BIG HORN COUNTY TREASURER 510.57, COVENANT INSURANCE GROUP INC. 1,975.00, DONNA K CAPELLEN 127.88, CHARTER COMMUNICATIONS 71.64, TOWN OF COWLEY 139.35, CREATIVE CULTURE INSIGNIS, LLC 96.75, CLAYTON DRAGGOO 251.36, DEMCO 1,570.33, LARAE DOBBS 119.65, EDJE TECHNOLOGIES. INC 95.00, TINA ELY 55.95, F.I.R. AUTO SERVICE LLC 194.20,

DEBBIE FOWLER 416.23, CENGAGE LEARNING - GALE 267.94, GRETCHEN GASVODA KELSO 574.89, CHRISTINA GREENFIELD 62.93, ERIC GODFREY 600.00, GREYBULL BODY SHOP INC. 195.00, GREYBULL BUILDING CENTER 124.37, TOWN OF GREYBULL 230.80, HALLMAN, HUNT & MICKELSON, PC 3,140.00, ROY HARPER 102.58, STEFAN F & TRACY A HARPER 42.00, HEART MOUNTAIN FARM SUPPLY 87.36, HIGH PLAINS REPAIR 315.00, HONNEN EQUIPMENT CO. 18.04, PATTI HOFF 33.57, CONNOR HOLZWORTH 70.00, IAPE 300.00, J&E, INC. 12.10, MICHAEL K JAMESON, JR 1,200.00, KEELE SANITATION 147.00, KEVMARC 855.00, LAWSON PRODUCTS, INC. 475.13, BECKY A. LINDSEY 495.70, LINTON'S BIG R 1,148.80, TOWN OF LOVELL 241.24, LONE STAR SILVERSMITH 715.00, MICROMARKETING LLC 486.87, MILLER'S FABRICATION & CONST. 275.39, MUNICIPAL EMERGENCY SERVICES, INC 10.87, MINCHOW'S SERVICE 9,023.01, MONTANA-DAKOTA UTILITIES 415.79, MOTOR POWER EQUIPMENT CO. 369.01, MOUNTAIN CONSTRUCTION COMPANY 86,725.85, MOUNTAIN MOTOR SUPPLY 166.06, HILLARY G. MULLEY 201.89, MURDOCH OIL, INC. 48.44, KAMI NEIGHBORS 691.12, NORTHWEST SPECIALTY SALES CO. 345.52, O'REILLY AUTO PARTS 418.41, THE OFFICE SHOP, INC. 122.73, HOMAX OIL SALES INC. 86.42, PLAINSMAN PRINTING, INC. 1,011.17, WILLIAM E. BRIDGES 23,885.30, QUILL CORPORATION 856.68, RIVERSIDE HIGH SCHOOL 173.40, RIMROCK TIRE, INC 2,074.40, ROCKY MOUNTAIN POWER 977.48, ROCKY MOUNTAIN LIGHTS & SIRENS 1,170.00, S&S CLASSICS 30.00, SOILLIFE 260.00, RYAN SYLVESTER 80.00, SHERRI SCHELL 612.00, SECURITY STATE BANK - PETTY CASH 26.89, SELBY'S 175.70, SHOSHONE OFFICE SUPPLY 35.06, MAE SMITH 41.11, SOUTH BIG HORN COUNTY HOSPITAL 73.00, STAPLES ADVANTAGE 143.82, SYSCO FOOD SERVICES 17,342.23, TCT WEST, INC. 6,785.67, TCT WEST, INC. 970.30, THOMSON REUTERS - WEST 222.48, OFFICE SOLUTIONS INC 55.36, TRAVELING COMPUTERS, INC. 4,467.69, TRI COUNTY TELEPHONE ASSOC. 66.24, TYLER TECHNOLOGIES, INC 6,286.96, SECURITY STATE BANK 5,428.89, U.S. POSTMASTER 48.00, U.S. POSTMASTER 196.00, UNIVERSITY OF WYOMING 3,640.00, VALLEY HARDWARE 165.79, VERIZON WIRELESS 1,341.62, WYONET, INC 2,242.40, WESTATE MACHINERY CO. 662.00, GREY HOUSE PUBLISHING 872.00, WYSROA 75.00, WYO. LAW ENFORCEMENT ACADEMY 275.00, ROGER'S SPORT CENTER 29.95

Fred Werner – Facilities Management: Werner presented a contract for the roof replacement at the North Big Horn County Sr. Center for signature. Hyde moved to approve the contract as presented, the **motion** was seconded and carried.

Clayton Draggoo – Atwood Family Funeral Directors: Draggoo shared an indigent death case from April and presented an estimate of basic burial costs to the Commission for consideration. Hyde shared his appreciation for Draggoo's efforts to locate next of kin and requested that the Commission be advised of these cases as they begin to develop rather than at the time services are required. By consensus, the Commission agreed to pay for the burial costs as presented.

Michael Scott & Clayton Draggoo– American Legion Post #29: Scott shared the grant closure letter from the Wyoming Community Foundation that included a thank you for care of the cannons from a program officer who saw them recently. Scott shared that the Legion would like to auction off 7 of the old wheels from the cannons. Carrizales will share the next auction information with the Legion as soon as it is available. Draggoo gave an overview of the work that has gone into the cannon restoration project and frustration with the water damage from sprinklers. Scott and Draggoo shared some shelter structure drawings done pro bono by a local architect and the various location aspects that were considered when proposing a location in front of the courthouse near the flag pole. There was discussion regarding cost and Hyde asked if the Legion thought they could raise funds for this project. Discussion determined there may be possibilities for donated services but that building materials may not be as easy to have donated. Scott asked if the County would consider funding the project. Hyde highlighted that the upcoming budget year wasn't going to be good and that a project like this may not fit in such a tight budget. Draggoo indicated he would try to get some estimates of cost. By consensus, the Commission agreed that the project should be moved forward but funds could not be committed at this point.

Public Hearing Malt Beverage Permit: Smallwood presented a new malt beverage permit for Hidden Treasure Charters LLC. Hyde moved to approve the malt beverage permit as presented, the **motion** was seconded and carried.

Joy Hill- Land Planning: Hill reported on department activities. Hill reported that the flood plain development permit issue on the water impoundment west of the Sharen Subdivision has been completely turned over to the County Attorney. Hill presented and recommended approval of seven floodplain development permits for the South Big Horn County Water District's water line project. Craft moved to approve flood plain development permit numbers 20170606-1, 20170606-2, 20170606-3, 20170606-4, 20170606-5, 20170606-6 and 20170606-7, the **motion** was seconded and carried.

Sheila Paumer – Fair Operations Manager: Paumer reported on fairground activities and preparation for the 2017 Fair. Paumer gave an update on the beer garden bidding process. Hyde advised Paumer that budget cuts may be coming and asked that she review her budgets to help identify possible cuts realizing that this year's fair is already planned but to looking ahead to next fair. There was discussion regarding replacing worn carpet in the office with linoleum out of the current budget.

Public Hearing – Transfer of Funds and Resolution #15: Smallwood presented transfer of funds resolution #6. Hyde moved to approve resolution #6 as presented, the **motion** seconded and carried. Smallwood presented Resolution #15 regarding liquor license regulations for unincorporated area of Big Horn County. V. Inman was in attendance regarding this resolution and had some questions regarding the statute changes and expressed her support for control coming back to the community. Inman shared her desire that neighboring communities have similar hours to avoid potential accidents. Hyde pointed out the contradiction between local control and making all the neighboring counties group together. Inman shared that consistency would be beneficial for tourist who express frustration regarding what is allowed in some areas but not others. Inman was directed to contact the liquor division for other questions and the Commission will share any further information or possible meeting information with Inman. Hyde moved to approve resolution #15 as presented the **motion** was seconded and carried.

La Rae Dobbs – Emergency Management Coordinator: Dobbs gave an update on flooding concerns in the area with the Greybull River being of the most concern. Dobbs reported that Hyattville seems to be doing well and is expecting some low level flooding. Dobbs presented letters to legislative representatives for signature regarding Big Horn County's concerns regarding WYOLINK and the potential billing that is being considered. Dobbs gave an overview of WYOLINK history. Craft moved to approve the letters as presented, the **motion** was seconded and carried. Dobbs asked if letters to N. Swamkee and the Public Service Communication Committee would appropriate and will present drafts of those at the next meeting. Carrizales requested Dobbs share this information and concern with Pete Obemuller of the WCCA as well. Dobbs took the opportunity to clarify that the \$3,000 for flood equipment included in her 2017-2018 budget request was the match to funding that would provide \$6,000 in equipment. Hyde shared that budget cuts are expected and she may be asked to identify some cuts shortly.

Becky Lindsey- BHC Treasurer: Lindsey attended to give the Commission an update on the Schnieder Oil closeout highlighting the funds received total \$49,253.41 with final litigation expenses of \$2894.16. Hyde asked if the equipment that remains is county property. Lindsey suggested obtaining a legal opinion to answer that question. Lindsey shared an email received from B. Jenks- BHC Public Health regarding income from MCH and TANF Services. Discussion determined more research is needed on the amount of funds being discussed but that the Commission was not inclined to change current account unless it was mandated by the state.

Old and New Business: Smallwood presented minutes for March 21, April 4<sup>th</sup> May 2<sup>nd</sup> and May 16<sup>th</sup>. Hyde moved to approve all minutes as presented with the exception of April 4<sup>th</sup> due to his absence from that meeting.

The **motion** was seconded and carried. Craft moved to approve the April 4<sup>th</sup> minutes as presented, the **motion** was seconded and carried. Smallwood presented the Juvenile Detention Services Contract for approval. Hyde moved to approve the contract as presented, the **motion** was seconded and carried. Smallwood presented an amendment to the County Wildfire Protection Plan agreement. Hyde moved to approve the amendment as presented, the **motion** was seconded and carried. Smallwood presented an amendment to the personal services agreement with Technical Forestry Services LLC. Hyde moved to approve the amendment as presented, the **motion** was seconded and carried. On behalf of G. Gasvoda-Kelso, Smallwood presented an MOU and the annual compensation agreement from the University of Wyoming for the county extension office. Hyde moved to approve the MOU and compensation agreement as presented, the **motion** was seconded and carried. Carrizales shared a summary of the ENDOW letter and his efforts to talk to Pete Obemuller regarding the efforts as well as overlap with workforce services and other work that is going on across the state to diversify the Wyoming economy.

Smallwood presented Good of the County Items and Mail: **Financial Statements:** Ken Blackburn-BHC Sheriff (April 2017); Serena Lipp-BHC District Court Clerk (May 2017) **Monthly Report(s) and prepared correspondence review:** LEPC Minutes (April 2017) **Bonds:** D. Bischoff-Lovell Drainage Dist.(\$1,000); M. Meier-Byron Cemetery Dist. (\$5,000);S. Hartman-Otto Cemetery Dist. (\$10,000); D. Crouse-North Bench Drainage Dist. (\$10,000) **Cancellation of Taxes:** Welde Parcel # 57-96-032-0215-D

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  
June 6, 2017

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