

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: **March 6, 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 & Road and Bridge: Hovey reported on culvert issues, cooperative work with the Town of Greybull to fix an ice blockage, crack sealing on Greybull River and other work of the department. Both North and South foreman and two staff will attend a chip sealing class in Riverton. Wambeke reported on work at the north and an accident involving a power pole in the Cowley road and bridge yard. Carrizales asked about the status of surplus or aging equipment. Hovey and Wambeke are working on that list.

Bridges presented a utility permit for TCT on Road 43 and recommended approval. Hyde moved to approve the permit as presented, the **motion** was seconded and carried. Bridges gave an overview of a previously approved permit for the Shoshone Municipal Pipeline and a modification that is needed due to a project change needed to avoid gas lines and other utilities in the area. Bridges clarified that the modification will repave the section being disturbed. Hyde move to accept the modification and amend the previously approved permit, the **motion** was seconded and carried. There was discussion about disruption to Road 9 and the bridge that will eventually fail. Bridges reported that WYDOT was on site and did an inspection on that bridge so a report should be coming soon. V. Dickson expressed concern with the possible closure of the old bridge on road 9 and requested that the Commission work to save it due to residents use and local history. There was discussion regarding the letter from WYDOT authorizing the County to plow highway approaches to help eliminate the ridges created by their highway plowing. Bridges reported on Coroner building progress and the site plan needed for the project. Bridges stated that GDA will do the site plan work at a cost of \$8,700. Bridges reported that his time will average ~20 hours a month to oversee this project. There was discussion about equipment and specialty equipment that need to be in the building as well as previous purchases made using County and grant funding. Smallwood will have an inventory review done and report back. Bridges shared that the part time engineering employee has resigned. Bridges shared his concern that a part time position is not going to hold an employee and the training that goes into these employees is not productive if they leave within a few months. Bridges requested the Commission consider increasing it to a full time position split with Land Planning again. Carrizales asked and Bridges provided a review of the position duties. Carrizales shared he is not comfortable changing the position at this point in the budget year. Hyde agreed with Carrizales points and that upcoming budget needs are a concern. Hyde shared that he would like to see proof that the additional expense will recoup equivalent benefits. Carrizales shared that he understands the issues but asks staff to do what they can do. Craft agreed that it should be reviewed at the budget session especially because of this year's budget cut. Hill pointed out that the time that Bridges and Hill put into work is much more expensive than an assistant's time. Bridges will begin the search for a replacement.

Hyde moved to go to executive session for potential litigation the **motion** was seconded and carried. The session was adjourned with no action taken.

Lee & Penny Carr - Citizen: Carrizales asked Mr Carr to give an overview of his request and the petitions submitted. Carr summarized that he was seeking a legal public access to his property because his current access is via Bureau of Land Management and the Bureau of Reclamation. Carr stated that he is currently landlocked by the view of property title insurance and lenders and a public access is required to allow him to sell or borrow money on his property. Bridges agreed that there is not an established public road to his property and that extension of Lane One would establish public access. Carr stated that he needs an easement to be granted

however a road does not need to be built at this time. Carrizales shared concern with similar issues throughout the county and the responsibility to correct these issues. Hyde asked Bridges for clarification now that the County has been presented with these petitions. Bridges stated the Commission will need to accept or deny the petition within the next month. Bridges summarized some of the steps and recent changes in statute that may affect how the county responds to these petitions. Hyde stated he believes some additional research needs to be done. By consensus the Commission agreed to reviews these petition and the action that needs to be taken, Bridges will present a report at the next meeting.

Carl Meyer – Airport Manager: Meyer and Ford Roes (GDA) attended to give an overview of the Snow Removal Equipment building at the Cowley airport and present amendment #3 to the GDA contact associate with this project. Meyer gave an overview of standard operating processes with airport and grant funds. Roes gave an overview of the efforts to make the amendment piece as small as possible to limit county exposure while waiting for grant funds to be issued. There was clarification on the grant funding process and project logistics. Roes and Meyer presented amendment #3 to the GDA contract. Hyde moved to accept the amendment as presented, the motion was seconded and carried. Meyer reported that DEQ inspections of the fuel tanks at both airports was done with no findings and one small recommendation.

Bobbie Jenks – BHC Public Health: **Cancelled**

Fred Werner – Facilities Maintenance: Attended to give an update on a sewage back up in the basement of the land planning/engineering building. There was discussion about possible damages with more details to follow. Werner also gave an update on the courthouse sewer line issue and hopes to have some bids by the next meeting.

Marquerite VanDyke – Deputy County Clerk: VanDyke presented accounts payable and payroll. Hyde moved to approve the bills and payroll as presented, the **motion** was seconded and carried.

ALSCO 57.85, MERICAN WELDING & GAS INC. 202.65, ASCENT AVIATION GROUP, INC 60.00, WHITE LINE LLC 4,894.85, BOB BARKER COMPANY, INC. 42.70, BASIN PHARMACY 2,084.86, BASIN REPUBLICAN RUSTLER 340.00, BASIN REPUBLICAN RUSTLER 130.00, TOWN OF BASIN 12,136.40, BLACK FOX RESCUE INSTITUTE 850.00, BOUNCE OFF THE WALLZ LLC 5,000.00, BROSIUS ELECTRIC 362.32, BURLINGTON SERVICE STATION 11.64, CANON FINANCIAL SERVICES 410.39, CMI-TECO 1,639.64, CENTURY LINK 490.08, COPENHAVER, KATH, KITCHEN 150.00, CATHLEEN COLLINS 219.68, BIG HORN COUNTY TREASURER 389.88, CALIBRE PRESS 298.00, TOWN OF COWLEY 139.35, CRUM ELECTRIC SUPPLY CO. 80.82, CUDA ENTERPRISES 825.00, DASH MEDICAL GLOVES 540.00, DEMCO 177.49, E&M HEATING & A/C, INC. 210.50, FREMONT MOTOR CO. POWELL 100.00, FIRE PROTECTION & SAFETY 475.00, BRENT GODFREY 34.58, GORRELL & HOPKINSON P.C. 1,256.40, CHRISTINA GREENFIELD 28.66, GREYBULL STANDARD 688.00, TOWN OF GREYBULL 230.80, HD FILTERS LLC 61.00, JOY H HILL 100.00 HONNEN EQUIPMENT CO. 1,439.27, JOHN G. HYDE 763.52, I-STATE TRUCK CENTER 54.86, J&E, INC. 43.29, JM REPAIR LLC 102.71, CASSIE JARES 89.88, MICHAEL K JAMESON, JR 1,200.00, JEFFRIES DENTAL, PC 129.00, LITTLE AMERICA 301.02, LOVELL CHRONICLE 408.00, LOVELL CHRONICLE 162.00, TOWN OF LOVELL 309.16, LINDA MANGUS 89.94, CARL MEYER 12.32, MIDWAY AUTO SALES 221.95, MILLER'S FABRICATION & CONST. 232.50, MUNICIPAL EMERGENCY SERVICES, INC 314.00, MINCHOW'S SERVICE 7,759.54, MODERN MACHINERY 888.84 MONTANA-DAKOTA UTILITIES 1,112.26, MURDOCH OIL, INC. 150.84, THE OFFICE SHOP, INC. 41.27, PITNEY BOWES POSTAGE BY PHONE 579.67, PLAN ONE ARCHITECTS 3,325.00, WILLIAM E. BRIDGES 8,204.05, CATHY PRATT 24.00, QUILL CORPORATION 135.38, RIMROCK TIRE, INC 691.94 ROCKY MOUNTAIN POWER 1,865.85, SAFARILAND LLC 895.00, SERLKAY PRINTING 350.00, SOUTH BIG HORN COUNTY HOSPITAL 309.48, STANDARD SIGNS, INC 305.96, SYSCO FOOD SERVICES 21,979.41, TCT WEST, INC. 10,406.56, TRACTOR & EQUIPMENT CO. 2,789.00, TRAVELING COMPUTERS, INC. 5,521.54, TRI COUNTY TELEPHONE ASSOC. 66.33, TYLER

TECHNOLOGIES, INC 165.38, SECURITY STATE BANK 319.20, VALLEY HARDWARE 75.65, VERIZON WIRELESS 1,237.95, WYONET, INC 2,242.40, WYOMING FIRE SAFETY 165.00 WYO. LAW ENFORCEMENT ACADEMY 220.00, YOUNGS 41.62, MECHANICAL MASTERS 311.90

Joy Hill - Land Planning: Hill gave an update on department work, septic systems in progress, flood plain development issues, and subdivision work. There was discussion about the DEQ process for Town of Greybull septic permits. Hill presented flood plain development permits for the Harmony Ditch projects and recommended approval. Craft moved to approve retroactive permit number FPD 2018 0306-2 & permit number FPD 2018 0306-1 for the Harmony Ditch work, the **motion** was seconded and carried.

Old and New Business: Smallwood presented a 2006 van title for transfer. Carrizales shared his research on the North Big Horn Hospital and possible ramifications of the Wyoming Business Council proposal presented by the Town of Cowley at the last meeting. Carrizales shared a telephone conversation with Mayor Peterson. Hyde shared that his discussion with folks in the area indicated they were not in favor of the proposal and he is comfortable not signing the letter of support as requested. Craft shared that she disagrees with that view but that she respects the decision for this to be support by consensus. Hyde moved that the support letter for the Cowley Clinic project be tabled indefinitely with no prejudice. Carrizales seconded the **motion**. Discussion included Carrizales view that this would be detrimental to the North Hospital. The motion was passed two votes yea and one vote nay. Smallwood presented the County Liability Insurance coverage documents and requested advice on changing the County deductible. By consensus the Commission requested the deductible be adjusted from \$1,000 to \$5,000.

Craft moved to go to executive session for personnel, the **motion** was seconded and carried. The session was adjourned with no action taken.

Cliff Winters – BHC Weed and Pest: Winters reviewed the Weed and Pest annual report. Hyde thanked Winters for all of the additional work he does by participating in collaborative and other groups for Big Horn County.

Becky Lindsey-BHC Treasurer: Lindsey presented Resolution #5 reauthorizing E911 \$0.75 per line surcharges. Hyde moved to approve resolution # 5, the **motion** was seconded and carried.

LaRae Dobbs attended to give an update on 2018 flood preparations and predictions and report that she will be helping Coroner Atwood seek grant funding for needed equipment in the new building. Dobbs warned that the request doesn't fit current Homeland Security priorities but that they will work to secure any funding possible.

Smallwood presented Good of the County Items and Mail: **Financial Statements:** S.Lipp- District Court Clerk (February 2018) **Monthly Report(s) and prepared correspondence review:** LEPC Minutes (January 2018) **Bonds: Cancellation /Rebate of Taxes:** De Lage Landen Financial Services Inc. Parcel # 02-00-000-01997

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
March 6, 2018

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