

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: **May 1, 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: Wambeke reported on a state snowplow truck that is available for about \$20,000 that they would like to purchase out of their current budgeted funds. Carrizales noted that funds are available in the R & B because of all of the repairs they do themselves which creates savings in the budget to allow for these purchase. Discussion determined the old plow would be put up for auction and Carrizales gave Wambeke some suggestions for possible auctions. Wambeke stated that a telephone line had been damaged and a bill may be coming. Wambeke reported that a citizen had approached him regarding a drain issue on Road 16. Wambeke and Bridges will research and report back. Bridges reported that the road policy will be available for review within the week. There was discussion regarding the importance of the tool for consistency on how road issues are handled. Bridges reported on a meeting with the engineer for the Lane 7 waterline project near Deaver to review issues and punch list for the corrections to be done before they start work on Lane 1. Bridges presented utility permits for Road 6 ½, Road 10, Lane 36 ½, and Beaver Creek Road recommending approval of all. Hyde moved to approve all four permits as presented, the **motion** was seconded and carried. Bridges reported that the invoice received from WYDOT on Road 7 ½ was a software error and will be voided. Bridges reported on his meeting with Trihydro on the Alkali Reservoir project. Bridges stated that the meeting helped alleviate some of the initial concerns regarding impact to roads and bridges. There was discussion regarding the historical high water concerns in the area and any impact the water diversion of the project would add to the area. There was discussion regarding possible liability created with the changes in a flood event and that engineering work is still in progress and being evaluated with the engineers being aware of County concerns. Bridges provided an architects estimate for the corner building and highlighted differences from the initial design cost estimates. Bridges noted that specialty specs and codes are what increase the per foot building cost. Bridges suggested moving forward with the bidding to see where prices come in. Bridges added that items not included in the building documents and estimate are coroner specific equipment at a total of about \$20,000. Bridges also pointed out that the architect/engineering cost are in addition to the estimated costs. Bid advertisement will be in this week's paper as well as personal bid requests to potential contractors. Bridges will get notice out to anyone suggested. Bid letting will be May 30, 2018 and results will be presented to the Commission at the June 5th meeting.

Joy Hill – Land Planning: Hill gave an update on department work, septic systems in progress, flood plain development issues, Census LUCA work, road policy updates and subdivision work including water concerns and a needed distribution plan for the George simple subdivision project,. Hill noted some things that may need added to the road policy at a later date if industrial traffic or other growth occurs rapidly. Hill will forward the draft policy to the Commission and Attorney for review before public hearing date and other requirements are set. Hill presented a letter for Big Horn Ranch Holdings regarding no zoning that would prevent establishment of a gravel pit for signature.

John Kirlin & Jeff Grant – Antelope Butte Foundation: Kirlin gave an overview of the Wyoming Business Council Community Enhancement Proposal they wish to submit for the June 1st, 2018 deadline and requested County support and partnership for the project to install a magic carpet lift at the resort. Kirlin and Grant explained other funding that is being committed to do the chairlift improvements that had been previously

discussed. Kirlin highlighted how the carpet was critical to the beginners and education plans. There was discussion regarding clarifying the matching funds as discussed in the resolution. Carrizales shared concern with the County being responsible for the grant and being involved in the business. Hyde shared that his concern is with the County being liable and he would like assurance from the County Attorney regarding that risk. Craft asked for clarification regarding the proposal timeline. Grant clarified that the intent is for Big Horn County to have no liability. Grant clarified that Wyoming Business Councils views the County as the sponsor for this project. There was clarification that the only thing the county would own as a result of the project would be the carpet and that all maintenance and liability would remain with Antelope Butte. Hyde summarized that he believes Antelope Butte Foundation is a good risk that he is willing to assume if the attorney reviews and agrees. Craft summarized that she agrees as well and requested that the cash match be specifically detailed and that the timeline be watched closely. Carrizales asked for clarification of the forced majeure language in the lease and noted that his support will be guided by county citizens' interests and needs. Kirlin explained the review process and that funding wouldn't be released until November. Grant shared how this project fits with the state's goals to help foster tourism and outdoor recreation income. Smallwood requested permission to set the public hearing for the May 15th Commission meeting to allow the proposal to be submitted pending Attorney review and Commission approval. By consensus the Commission agreed. Carrizales shared he was happy to hear that the Daniels Fund is interested in the mountain.

Carl Meyer – Airport Manager: Meyer reported on airport activities noting a small issue with the SRE building engineering work and that 2018 the drag racing at the Greybull airport had been approved by FAA. Meyer reported that there is a meeting planned for the Wyoming Beef Initiative May 9th in Greybull. There was discussion regarding the type of processing plant that will be required, definitions of WY beef and other topics. Meyer reported that it appears the fill station tap will be an airport responsibility which will allow billing entities that draw water from the station. There was discussion that it will be important for entities to have advance notice that charges are coming. Meyer shared that prices won't be cost prohibitive to users. Meyer shared that the tap purchased from the water district can be relinquished. By consensus the Commission agreed to having Meyer move forward termination of that reserved tap.

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

ALSCO 115.70, B&G INDUSTRIES LLC 27.50, BAR T ELECTRIC, INC 537.54, BEAR-AIDE, INC 80.25, BASIN PHARMACY 2,069.18, BASIN REPUBLICAN RUSTLER 844.50, TOWN OF BASIN 11,067.60, THOMAS L BENNETT, MD 2,100.00, BIG HORN CO-OP MARKETING ASSN 10.98, BIG HORN CO-OP MARKETING ASSN 114.60, BIG HORN COUNTY SOLID WASTE DIST. 10.50, BIG HORN ENGRAVING & SIGN 17.50, BIG HORN COUNTY WEED & PEST CONTROL 643.04, BROSIUS ELECTRIC 627.53, BRAKE SUPPLY COMPANY, INC 74.95, CANON FINANCIAL SERVICES 266.93, CENTURY LINK 509.52, CATHLEEN COLLINS 203.36, CODY REGIONAL HEALTH 6,197.35, CHARTER COMMUNICATIONS 109.98, CASCADE RESCUE 426.94, DEMCO 29.57, ELECTION SYSTEMS & SOFTWARE INC. 22,801.00, TINA ELY 42.36, FREMONT MOTOR CO. POWELL 27,439.00, GDA ENGINEERS 1,200.00, CHRISTINA GREENFIELD 42.23, GREYBULL STANDARD 554.50, ROY HARPER 111.18, HASKELL FUNERAL HOME 29.00, JOY H HILL 76.60, HONNEN EQUIPMENT CO. 294.66, JOHN G. HYDE 545.86, MICHAEL K JAMESON, JR 1,200.00, JEFFRIES DENTAL, PC 316.00, JOHN R. HALEY IV 621.02, JVAN CONTRACTING 19,975.00, LAWSON PRODUCTS, INC. 278.83, LOCAL GOVERNMENT LIABILITY POOL 1,000.00, TOWN OF LOVELL 285.66, MICROMARKETING LLC 29.99, MANAIRCO, INC 253.46, MAYES BROTHERS LLC 187.99, MICROMARKETING, LLC 34.49, MILLER'S FABRICATION & CONST. 19.58, MINCHOW'S SERVICE 8,547.87, MONTANA-DAKOTA UTILITIES 835.82, NORTH BIG HORN HOSPITAL 1,215.00, NORMONT EQUIPMENT COMPANY 4,000.00, THE OFFICE SHOP, INC. 48.43, HOMAX OIL SALES INC. 28.70, PITNEY BOWES POSTAGE BY PHONE 156.21, PITNEY BOWES GLOBAL 194.04, POSITIVE PROMOTIONS 287.34, JEROME POUSKA 10.49, PROFORCE LAW ENFORCEMENT 3,497.00, WILLIAM E. BRIDGES 5,664.92, QUILL

CORPORATION 2,331.46, ROCKY MOUNTAIN POWER 420.30, SIGNS OF SUTHERLAND 277.20, SOUTH BIG HORN COUNTY HOSPITAL DIST 2,500.00, SOUTH BIG HORN COUNTY HOSPITAL 29,050.90, WENDY PRESS SWEENEY 292.06, SYSCO FOOD SERVICES 19,316.04, TRAVELING COMPUTERS, INC. 3,292.50, TRI COUNTY TELEPHONE ASSOC. 66.33, SECURITY STATE BANK 1,058.81, U.S. POSTMASTER 299.90, WY DEPT OF WORKFORCE SERVICES 576.00, VALLEY HARDWARE 1,044.42, VERIZON WIRELESS 1,242.38, WESTATE MACHINERY CO. 1,165.12, FRED A. WERNER 2,802.72, WHEELER'S IGA 28.85, WYOMING RETIREMENT SYSTEM 33.23, WYOMING STATE BOARD OF PHARMACY 80.00, WYOMING DEPT. OF TRANSPORTATION 50.00, YELLOWSTONE RADIOLOGY PC 34.00

Dean Peranteaux – Traveling Computers/IT: Peranteaux gave an overview of IT work for the current year and work plans for the 2018 budget year. Peranteaux gave an overview and update on the count phone system and savings that have been realized. Peranteaux highlighted increased connectivity for areas like the fairgrounds, road and bridge, the Lovell Annex, the County Libraries and Public Health. Carrizales asked if Peranteaux can ensure the county is getting a fair price for our IT needs. Peranteaux assured him that they always use integrity and get the best price possible noting that when he works for us he is County staff and utilizes funds accordingly. Peranteaux shared that he would appreciate being able to meet with the Commission for updates more often. The Commission agreed and quarterly meetings will be set up.

Gretchen Gasvoda-Kelso – UW Extension: Gasvoda reported that the admin. Assistant is working out wonderfully. Gasvoda gave an overview of upcoming extension activities including a gardening workshop May 10th at the extension office. Gasvoda gave an overview of benefit charges from U.W. and the savings it will generate for the county that that she would like to use to replace the extension vehicle. Gasvoda requested approval to work on a search. Hyde shared that he believes extension should get what is needed. The Commission suggested she use the current vehicle as a trade in.

Kim Mickelson: Attended to explain a large title 25 bill that was received and her work to get the billing processes clarified. There was discussion about the process once people enter this system. Bean talked about struggles when working with the state hospital. Bean and Mickelson will work to resolve the current issue.

Marcia Bean –Appointed County Attorney: Bean attended to discuss transition plans. Bean presented a resolution on K. Adams behalf and explained how the appointment as a special prosecutor would allow her to begin transition into the County Attorney's office and to get familiar with upcoming cases. There was discussion that this appointment would facility Commission needs as well. Craft moved to adopt Resolution #6. The **motion** was seconded and carried.

Old and New Business: Smallwood presented the list of proposed 2018 polling locations/Voting Districts and reported that there are no changes from past elections. Hyde moved to approve the 2018 polling locations/voting districts, the **motion** was seconded and carried. A letter supporting L. Cheney's proposed legislation was reviewed. Hyde moved to sign the letter as presented, the **motion** was seconded and carried. Smallwood presented the 24 malt beverage permit for the Greybull Days of 49. There was discussion about the county copiers and services a letter was signed and sent to the current vendor requesting specific changes to produce savings. Meeting minutes from April 17th and 23rd were presented for approval. Hyde moved to approve the minutes as presented, the **motion** was seconded and carried.

Smallwood presented Good of the County Items and Mail: Monthly Report(s) and prepared correspondence review: Fair Advisory Committee Minutes (April 2018); LEPC Minutes (March 2018) Bonds: L. Mickelson-Hunt Canal Irrigation Dist. (\$10,000); G. Jolley-Lovell Bench Drainage Dist. (\$1,000); S.Burnham-Lovell Bench Drainage Dist. (\$1,000); P. Thur –Town of Greybull (\$50,000; M.S. McColloch-South Central Cemetery District (\$5,000); K Robertson-Hyattville Cemetery Dist. (\$20,000)

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
May 1, 2018

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