

## 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: **November 1<sup>st</sup>, 2016**                                      TIME: 9:00 AM

**Chairman: Jerold S. Ewen, Members present: John Hyde, Felix Carrizales**

**Other County Representatives: Lori Smallwood, County Clerk;**

List of attendees on file.

The meeting was called to order at 9:00 AM by Chairman Ewen; followed by the Pledge of Allegiance led by Carrizales. Ewen recognized guests and presented the agenda, 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: Hovey reported recent work including clean up from the heavy rains. Hovey reported that improper installation of a gas line led to its being hit during the replacement of a culvert near Burlington. Hovey reported that Wyoming Gas denied any responsibility and demanded that Road and Bridge light pilot lights for residences in the area. Wyoming Gas also sent a bill for the gas line repair. Hovey will discuss the situation with WY Gas further before agreeing to pay the bill. Hovey presented an agreement between the County and the Town of Burlington to trade a place to store the motograder for road maintenance on the section of Road 39 where it passes through Burlington. Carrizales moved to approve the MOU as presented, the **motion** was seconded and carried. Hovey reported that the Road 26 bypass for culvert replacement had been approved by the BLM and work will begin as soon as possible. It was determined that recent rain damage throughout the county was not severe enough to qualify for any federal or state assistance. Hovey presented and recommended approval of a utility permit for TCT on Road 9. Hyde moved to approve the permit as presented, the **motion** was seconded and carried. Wambeke presented and recommended approval of an access permit from American Colloid on Road 9 1/2. Bridges pointed out that this access will correct a safety concern. Another access permit from C. Cockrell was presented for Road 11. Hyde moved to approve both access permits as presented, the **motion** was seconded and carried. Utility permits for Road 6 and Road 5 from TCT were also presented and recommended for approval. Hyde moved to approve the utility permits for TCT on Roads 5 & 6 as presented, the **motion** was seconded and carried. D. Craft asked if there was a master plan or a place to find all the easements and the location of utilities in county rights of way. Bridges explained the use of older records and more recent filing systems. Bridges noted that most utilities run parallel in easements and are owned by public utilities who are obligated to locate those for anyone asking. Wambeke reported on department activities that included crushing & hauling of gravel as well as repair of road damage from recent rains & snow. Bridges reported that road striping is complete with the exception of one area where a culvert will be replaced. He said that the Army Corp of Engineers require a wetland delineation study for the Road 7 ½ project which will be completed as quickly as possible. In addition, the cultural survey for the Table Mountain pit expansion permit will be done this week. Bridges reported that a recent Lovell Refinery invoice from DEQ shows that total spent to date is \$7,000. Bridges reminded the DEQ that the expenditure of funds beyond the pre-set limit of \$10,000 will need to be pre-approved. DEQ informed Bridges that the Brownsfields program will expire in December and they plan to come meet with the Commission in early 2017. Hyde asked what the \$10,000 was purchasing. Bridges said the reports and studies are needed to get the site cleaned up and released for use, which is the goal of this DEQ time & review purchase. Ewen said that it was reported to him that a cattle guard on the Odessa Cemetery Road has been removed. Bridges will check with Hovey and report back.

Bobbie Jenks & Kami Neighbors – BHC Public Health: Jenks provided a report of recent Public Health activities. Neighbors reported human health concerns regarding a wash that runs through the Town of Cowley. this area is of particular concern because children like to swim in a pool in the wash. She said that signs warning of e-coli contamination have been removed and have since been replaced. Neighbors shared research regarding ways to clean up E. Coli contamination and the need for testing to determine if the source is human or animal. K. Tilley (Shoshone Conservation District) said that sampling begun in 2000 and confirms that levels have been consistent throughout the years. There was discussion about Conservation District's programs that might

be helpful for septic system rehabilitation. Tilley stated that the conservation district would like to have more public information go out along that drainage about potential septic issues. Additional concerns and possible solutions were discussed. By consensus the Commission agreed that Public Health will work with the Town of Cowley to determine the best education and outreach methods for the area. Additional options to best solve the issue will continue to be explored.

LaRae Dobbs BHC Emergency Management Coordinator: Dobbs reported that upgrading the non-compliant three phase power to the Emergency Management building as discussed at a previous meeting would increase the project costs by \$3,500. Dobbs described the current plans to install two phase and the capability to convert to three phase if needed. Dobbs reported that 100% of the project funding is in place unless there are changes to the current plan. By consensus the Commission agreed to move the project ahead as planned.

Carl Meyer – Airport Manager: Meyer reviewed airport activities as outlined in his report. He shared information about getting Big Horn County designated to the Federal HUBZone program as requested by B&G Industries. Meyer’s research revealed that Big Horn County no longer fits the qualification formula. Meyer reported that the fence along the Russell Hangar will be modified at an estimated cost of \$2,500 to add a pedestrian access gate as requested by B & G Industries. Meyer clarified that the fence is a game fence and not an airport security fence. Meyer presented RFR’s for the Cowley and Greybull Airport projects.

Marquerite VanDyke & Carol Willard -Deputy County Clerks: VanDyke & Willard presented bills, payroll items, and a request for sick leave bank hours. Hyde moved to approve 40 hours from the sick leave bank as requested, the **motion** was seconded and carried. . Hyde moved to approve the bills and payroll as presented, the **motion** was seconded and carried.

ALSCO 48.28, AMERICAN WELDING & GAS INC. 118.58, ASCENT AVIATION GROUP, INC 726.29, WHITE LINE LLC 589.80, CAROLYN BARNES 105.30, BASIN PHARMACY 652.60, TOWN OF BASIN 13,676.75, BIG HORN CO-OP MARKETING ASSN 34.90, BIG HORN CO. PUBLIC HEALTH 20.00, BIG HORN COUNTY WEED & PEST CONTROL 218.35, C & B OPERATIONS, LLC 122.44, CENTURY COMPANIES INC 78,644.19, COMMERCIAL SERVICE HVAC, INC 786.60, COMMUNICATION TECHNOLOGIES, INC. 639.15, CATHLEEN COLLINS 98.66, BIG HORN COUNTY TREASURER 380.11 COVENANT INSURANCE GROUP INC. 1,975.00, MICHAEL T COWAN 24.90, COWBOY TIMBER 144.00, CLAUDE C. CRAFT JR. 200.00, CRUM ELECTRIC SUPPLY CO. 164.60, CREATIVE CULTURE INSIGNIS, LLC 338.60, JEFF DIRKS 457.35, LARAE DOBBS 55.20, ELECTION SYSTEMS & SOFTWARE INC. 232.69, TINA ELY 5.88, FARONICS 250.00, FFF ENTERPRISES, INC 7,949.40, GRETCHEN GASVODA KELSO 132.60, GDA ENGINEERS 26,374.61, CHRISTINA GREENFIELD 22.14, HK CONTRACTORS 144,825.10, HD FILTER CLEANING 29.16, CAROLA HYDE 65.98, INDUSTRIAL COMMUNICATIONS & ELECTR. 270.00, MICHAEL K JAMESON, JR 1,200.00, LAIRD SANITATION 1,340.00, JESSICA LOEPER P.C. 325.00, TOWN OF LOVELL 566.86, MINERVA MARTINEZ 480.00, MAYES BROTHERS LLC 750.55, MINCHOW'S SERVICE 7,465.59, MONTANA-DAKOTA UTILITIES 324.43, MOUNTAIN VALLEY MOTORSPORTS 71.98, HILLARY G. MULLEY 46.05, NORTH BIG HORN HOSPITAL 1,202.00, NORMONT EQUIPMENT COMPANY 1,083.59, TAVIS OLSEN 198.60, THE OFFICE SHOP, INC. 2,003.00, OVERLAND EXPRESS MART 276.29, PETERSON QUALITY OFFICE FURNITURE 287.00, THOS. Y. PICKETT & COMPANY, INC 1,600.00, PITNEY BOWES POSTAGE BY PHONE 117.00, PURCHASE POWER-PITNEY BOWES 122.00, PIONEER AUTOMOTIVE REPAIR 66.05, PROTECTIVE TECHNOLOGIES INT'L 11,656.89, WILLIAM E. BRIDGES 11,631.40, QUILL CORPORATION 1,061.13, RAWHIDE MECHANICAL 50,866.20, ROCKY MOUNTAIN POWER 935.79, FRANKIE ROHRER 232.50, SHERRI SCHELL 612.00, SAMMONS EXCAVATION, INC 435.00, SECURITY STATE BANK - PETTY CASH 29.72, SHOSHONE OFFICE SUPPLY 142.97, SNELL'S TIRE SERVICE, LLC 308.50, SOUTH BIG HORN SENIOR CITIZENS 363.98, SYSCO FOOD SERVICES 28,964.10, TRAVELING COMPUTERS, INC. 1,699.71, TYLER TECHNOLOGIES, INC 165.38, SECURITY STATE BANK 1,115.69, UNIVERSITY OF WYOMING 18,723.00, VALLEY HARDWARE 104.73, VERIZON WIRELESS 1,482.30, WALKER'S SERVICE 98.05

WEST PLAINS ENGINEERING, INC 1,000.00, WYO. LAW ENFORCEMENT ACADEMY 770.00, WYOMING GUARDIANS AD LITEM PROGRAM 2,683.09, TRUDY CRAFT 329.36, MARWYN LAYNE 69.90

Fred Werner- Facilities Management: Werner provided an update on the Sr. Center HVAC upgrade project. There was discussion regarding maintenance of various backup generators throughout the county. Werner reported that the Sr. Center is having an open house on the 17<sup>th</sup> from 5:00 to 7:00 P.M.

Joy Hill – Big Horn County Land Planning: Hill presented activities of the department, including a draft letter to the Towns regarding MOU's for address changes and assignments. Hill presented the flood plain development permit for culvert and road repairs on Road 26. Carrizales moved to approve the flood plain development permit as presented, the **motion** was seconded and carried. Hill reported that the County Attorney has reviewed the Solar Rights Resolution and has pointed out that solar rights would be established by an easement which would require enforcement. Hill and Bridges suggested that the current resolution regarding this issue be rewritten. Hyde suggested that the Planning and Zoning Commission review this topic and submit recommendation to the Commission. By consensus the Commission agreed that Hill will take this topic to P&Z.

Hyde shared his concern with the limbo state of the Natural Resource Management Plan grant and the possibility that the plan will be needed before the grant funding is released again. Smallwood gave an overview of the most recent correspondence regarding the grant award. Carrizales agreed to discuss the status of the grant with S. Reece and report back.

Sheila Paumer – Fair Operations Manager: Paumer asked for advice regarding the Big Horn County Fair advisory committee. The Commission agreed that the model used by the State Fair would provide a good foundation for the new committee and requested Paumer to proceed with drafting a Big Horn County version for review. After the model is developed a public meeting will be held to share the model and concept and to receive feedback from the Community. Paumer reported receiving many compliments regarding the success of the School Carnival's use of the multi-purpose building in October. Paumer reported that it is possible for three natural gas heaters to be installed in the concession stand area of the multipurpose building. Ewen suggested that fans be installed to help circulate the heat and displace some of the moisture. Paumer will research both needs further.

Hyde moved to go to Executive session for potential litigation, the **motion** was seconded and carried. The executive session was adjourned. Hyde moved to approve Resolution #5 for Big Horn County to participate as a plaintiff in a joint law suit to challenge BLM 2.0 planning rules, the **motion** was seconded and carried.

Darwin Irvine – Big Horn Basin Counseling Services: Irvine gave an overview of a grant opportunity and his discussions with the hospitals and Sheriff's Department to apply for this funding to build upon the currently operating VOS program. Irvine shared that additional resources and better coordination of these groups will grow the already successful VOS program on the North End and help work through concerns, liabilities, etc. Irvine shared that the ongoing full capacity of The Lighthouse keeps Big Horn County referrals from getting admitted. Irvine expressed concerns about Big Horn County contributing to the proposed remodel to expand the capabilities of the Lighthouse. Carrizales stated that a lot more could get done if all worked together. Irvine said he doesn't believe the County should contribute until the true financial status of the Center is known. Irvine stated that Big Horn Basin Counseling Services keeps approximately 90 people per year from needing to utilize the Crisis Center by keeping them at home for treatment. Hyde asked if the Lighthouse could refuse BHC residents. Irvine stated that there is a Regional MOU that requires to them to accept BHC residents if they have available space. Hyde asked if supporting the Lighthouse would ensure Big Horn County Residents have a place to go. Ewen expressed concern regarding the estimated remodel cost being too low due to the stringent and expensive building requirements for secure facilities. Carrizales stated he would

speaking to Lighthouse management to obtain more information. Hyde moved to approve the letter of support for Big Horn Counseling Services Gatekeeping Grant proposal, the **motion** was seconded and carried.

Old and New Business: Minutes from the October 18, 2016 meeting were presented for approval. Hyde moved to approve minutes as presented, the **motion** was seconded and carried. Smallwood presented the contract for Technical Forestry Services. Hyde moved to approve the agreement as presented, the **motion** was seconded and carried. Smallwood presented the LDS Church Penrose Cemetery property deed recommendations from C.A. Adams. A letter requesting the LDS Church work directly with the Byron Cemetery District was presented for approval. Hyde moved to approve the letter as presented, the **motion** seconded and carried. An HMEP grant was presented on behalf of Emergency Management Coordinator Dobbs. Hyde moved to accept the grant as presented the **motion** was seconded and carried. Ewen presented an indigent burial situation, it was determined that once final information is received, the cost of \$1,200 will be paid from the County budget line set aside for these types of events.

Smallwood presented Good of the County Items and Mail: Monthly Report(s) and prepared correspondence review: LEPC minutes (September 2016) Bonds: Brock Meier – Byron Solid Waste Disposal Dist. (\$15,000); Brett Crosby-Cowley Drainage Dist. (\$1,000)

Carrizales 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  
November 1<sup>st</sup>, 2016

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