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: October 17, 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 Hyde to accept the agenda the motion was seconded and carried.

<u>Carl Meyer – Airport Manager</u>: Meyer presented the airport report and activities. Meyer reported on the waterline project progress and a water line leak to the Avery hangar. Meyer shared that a new line will be installed to eliminate the leaking pipe and enable the soon to be installed meter for the building. Paul Thur from the Town of Greybull attended to give additional information on the waterline project and timeline for completion. Hyde asked if there is any planned time of no service and was told there would never be a time without water service. Meyer gave an overview of the how fire suppression system will work during the short time of tank cleaning. Thur stated that the County's annual payment is still estimated at \$9,000. Thur shared information with the Commission about Greybull's work on the levy recertification process and project.

<u>Bobbie Jenks- BHC Public Health:</u> Jenks presented the department report for September and discussed department activities.

Willie Bridges – Pryor Mtn. Engineering/Road and Bridge (via conference call): Bridges gave an overview of a previous access permit for Bairco on Road #7 and their request for a revised permit to install curb and gutter in that area. Hyde shared that the open land area there encourages traffic cutting through their parking lot causing problems and this is a good project for the area. Hyde moved to approve the revised access permit and the letter requesting the revision, the **motion** was seconded and carried. There was also discussion about WYDOT's plan to install a cattle guard in that area. Bridges gave an update on Sarah Bargsten's visit to the Lovell Refinery area last week and documents she provided to him. Bridges shared that he reminded Bargsten that the County is not interested in adding any more funding to this project. There was discussion about the water contamination concerns in the area and EPA plans to mitigate that as they have funding. Bridges reviewed the plans provided by Atwood for the proposed coroner building and believes the costs estimate is more in the neighborhood of \$335,000. (\$1.75/sq foot). Carrizales shared that he had been approached about the possibility of purchasing a building in town that might be suitable. There was discussion about the Town of Basin confirming the lot originally discussed was not big enough for the proposed building and that remodeling of existing buildings can be rather expensive. Carrizales will coordinate viewing of potential properties. Bridges shared estimates he gathered for an overlay on the damaged 2,000 feet of Orchard Bench Road. Bridges shared that the quotes are reasonable and that McGarvin Moberly is his recommended contractor. Craft moved authorize Bridges to award a contract to McGarvin Moberly in the amount of \$80,760 for the 2,000 feet of overlay on Orchard Bench Road. The motion was seconded and carried.

<u>Clayton Dragoo- Atwood Family Funeral Directors:</u> Dragoo gave an overview of an indigent burial situation and presented an estimate of the cost. Dragoo gave an overview of research that is done to find next of kin via the Coroner and Sheriff when these situations arise. There was discussion regarding difference between burial and cremation in these situations. Discussion determined that burial was the safest resolution in the event of any legal action. <u>Craft</u> moved to approve the indigent burial bill from Atwood Family Funeral Directors to take care of the indigent burial discussed. The **motion** was seconded and carried.

<u>Marquerite VanDyke and Carl Willard-Deputy County Clerks</u>: VanDyke and Willard presented bills and payroll items. <u>Craft moved to approve the bills as presented the **motion** was seconded and carried.</u>

LETITIA C ABROMATS, PC 2,530.00, ALSCO 63.40, AMERICAN WELDING & GAS INC. 216.45, ASCENT AVIATION GROUP, INC 60.00, B&G INDUSTRIES LLC 27.50, BOB BARKER COMPANY, INC. 1,194.63, CAROLYN BARNES 13., MARY BAIR 42.80, BASIN PHARMACY 14.48, BASIN REPUBLICAN RUSTLER 344.00, BASIN REPUBLICAN RUSTLER 444.50, BIG HORN CO-OP MARKETING ASSN 646.04, BIG HORN CO-OP MARKETING ASSN 2,451.67, BIG HORN CO-OP MARKETING ASSN 9.98, FIRE PROTECTION DIST. #5 156.00, BIG HORN RURAL ELECTRIC CO. 528.17, BIG HORN COUNTY WEED & PEST CONTROL 220.00, BILLINGS CLINIC TRAINING CENTER 6.00, GREGORY BLENKINSOP 538.66, FELIX CARRIZALES 939.09, CALIFORNIA CONTRACTORS SUPPLIES 352.65, CANON FINANCIAL SERVICES 854.92, CARDINAL HEALTH 110 LLC 3,637.89, CARQUEST AUTO PARTS 525.97, CMI-TECO 288.08, CENTURY LINK 38.54, CNA SURETY 50.00, COMMUNICATION TECHNOLOGIES, INC. 2.123.69, COPENHAVER, KATH, KITCHEN 150.00, COUNTY CLERK 2.00, BIG HORN COUNTY TREASURER 490.66, DONNA K CAPELLEN 44.14, WAYNE A. BIRD 1,200.00, TOWN OF COWLEY 139.35, CUSTOM DELIVERY SERVICES, INC. 61.07, CUSTOM GARAGE DOOR LLC 145.00, DISABILITY SYSTEMS, INC 82.21 DASH MEDICAL GLOVES 540.00, LARAE DOBBS 77.33, ELECTRIC MOTOR WAREHOUSE 181.16 FAIRBANKS MEDICAL CONSULTING, PC 1,600.00, FFF ENTERPRISES, INC 9,279.05, FIRE PROTECTION DISTRICT #3 107.25, RANEE L. GONSALEZ 52.50, GDA ENGINEERS 3.495.77 CHRISTINA GREENFIELD 59.60, ANTHONY GILES 29.98, GRAINGER 52.70, GREYBULL BUILDING CENTER 180.33, GREYBULL STANDARD 344.00, TOWN OF GREYBULL 230.80, HD FILTERS LLC 24.15, JOHNSTONE SUPPLY 64.41, JOHN R. HALEY IV 196.78, KANE FUNERAL HOME 190.00, KEEGAN, KRISJANSON & MILES, PC 125.00, KEELE SANITATION 147.00, KRISJANSONS & MILES, PC 300.00, LAWSON PRODUCTS, INC. 137.97, LOVELL CHRONICLE 192.00, MARK LEONHARDT 250.00, CARL MEYER 276.06, MCINTOSH OIL COMPANY 3,570.00, MESSENGER & OVERFIELD, PC 76.00, SARAH N. MILES 150.00, KRISTY MICHAELS 20.00, MILLER'S FABRICATION & CONST. 2,613.97, MCKESSON MEDICAL SURGICAL 273.42, MINCHOW'S SERVICE 780.86, MINCHOW'S FOOD COURT 55.99, BARBARA MORGENWECK 230.75, MOTOROLA SOLUTIONS, INC 7,375.00 MOUNTAIN MOTOR SUPPLY 15.61, MOUNTAIN WEST COMPUTER 126.00, MURDOCH OIL, INC. 539.70, NATIONAL BUSINESS FURNITURE, LLC 296.60, KAMI NEIGHBORS 755.85, KATHLEEN M. NICHOLS 13.23, NORMONT EQUIPMENT COMPANY 329.60, NORTH BIG HORN SENIOR CITIZENS 750.00, O'REILLY AUTO PARTS 362.72, THE OFFICE SHOP, INC. 1,676.66, OFFICE ALLY 19.95 PARK COUNTY CLERK 71.66, KAYE PENNO 190.00, POSITIVE PROMOTIONS 163.95, POWELL VETERINARY SERVICES 15.00, PROFORCE LAW ENFORCEMENT 19,303.94, PUBLIC DEFENDER 450.00, OUILL CORPORATION 2,202.74, RELIABLE IMAGING 913.90, RED APPLE SUPERMARKET 691.03, ROCKY MOUNTAIN POWER 845.50, FRANKIE ROHRER 172.50, RURAL FIRE PROTECTION DIST. #1 257.60, RURAL FIRE PROTECTION DIST. #2 731.25, S&H GLASS 10.00, SECURITY STATE BANK 41,118.94, SELBY'S 175.00, SHOSHONE OFFICE SUPPLY 74.10, SHOPKO STORE OPERATING CO, LLC 1,249.47, SOUTH BIG HORN SENIOR CITIZENS 916.67, SOUTH BIG HORN SENIOR CITIZENS 287.51, STRAIGHT STRIPE PAINTING 17,976.39, TECHNICAL FORESTRY SERVICES 2,700.00, TCT WEST, INC. 6,583.88, TCT WEST, INC. 971.47, TORGERSON'S LLC 39.76, TRACTOR & EQUIPMENT CO. 142.89, TRANSUNION RISK & ALTERNATIVE 25.00, TRAVELING COMPUTERS, INC. 20,103.47, TRI COUNTY TELEPHONE ASSOC. 66.33, TW ENTERPRISES, INC. 706.40, TYLER TECHNOLOGIES, INC 165.38, SECURITY STATE BANK 8,793.76, U.S. POSTMASTER 196.00, VALLEY HARDWARE 417.91, VIRIL ELECTRIC, INC 297.92, VERIZON WIRELESS 132.82, WALKER'S SERVICE 100.00, WYOMING DEPT. OF WORKFORCE SERVICES 1,498.20, WEX BANK 3,259.19, WYOMING DEPT OF HEALTH 92.00, WYOMING GAS 1,410.42, WY PUBLIC HEALTH LABORATORY 34.00, WYOMING STATE 4-H FOUNDATION 100.00, WYOMING SECRETARY OF STATE 30.00, DOROTHY J MILLER 120.00, JAMES A WOODY 120.00, LOVELL VOLUNTEER FIRE DEPARTMENT 210.00, NATIONAL ASSOCIATION OF SCHOOL 40.00

<u>Joy Hill – BHC Land Planning</u>: Hill reported on department activities. Hill reported on recent correspondence sent to Cerroni regarding the ongoing septic system issues. There was discussion regarding address assignment

and the history of that work in Big Horn County. There was discussion regarding the county road policy and Hill's work to include some additional information. Carrizales asked if a road inventory was going to be part of policy. Hill explained the extensive research and decisions that would need to be done before an inventory list is published. There was discussion regarding the resources that would need to be dedicated to that task.

Ken Blackburn- Big Horn County Sheriff & Deb Rathbun-South Big Horn Rural Health District: Blackburn gave an overview of the body armor purchased and the partial reimbursement that will be coming via a grant. Blackburn requested an executive session for personnel and potential litigation concerns. Hyde moved to go to executive session, the **motion** was seconded and carried. The session was adjourned with no action taken.

<u>Sheila Paumer- Fair Operations Manager:</u> Paumer reported on activities and the state fairs convention that she attended last week. There was discussion regarding some rule changes that will be coming from State Fair in the next few months. Paumer reported that the school will use the multipurpose building for the carnival.

Jeff Grant- Antelope Butte Foundation: Grant gave an update on work at Antelope Butte and the lodge remodel. Grant shared the recent grants, matching funds and donations received and that the current goals are completion of the lodge remodel and lift repairs and rehabilitation. Grant gave an overview of the Wyoming Business Council's Business Committed Grant program and Antelope Butte's plans to request \$1.5 million in funding with an application due date of December 1, 2017. Grant gave an overview of resolutions done back in 2012 to support the work and reasons why the timing didn't work out for that original grant to be submitted. There was discussion about the County's responsibility as the applicant, the role of Lovell Inc. or another Community Development Organization (CDO) and the assets of the Antelope Butte Foundation that would be leveraged for this grant application and project. Grant shared that when completed the project would add 13 full time equivalent jobs to the area satisfying one of the grant requirements. Grant shared other requirements being worked on that must be in place for a successful application include a 5 year use permit with the Forest Service, and various agreements between the County or Applicant organization, the CDO and the Antelope Butte Foundation. The Commission requested some additional clarification on county liability in this project and liability if the project is not successful. Grant shared that he had been told that the revenue recover plan and requirement usually in this program was going to be waived but that he would attempt to get that verified in writing. Carrizales shared his concern regarding Grant's involvement in the board and with overlap and his other board involvement in the County. Grant shared his situation with the Hospital board and the Antelope Butte board and his strategy to step away during the recent shake up at the hospital. Grant will provide additional information to the Commission and will attend the November 7th meeting to discuss collaboration further.

<u>Becky Lindsey – Big Horn County Treasurer</u>: Lindsey reviewed the first quarter budget reports. No significant concerns were noted.

Old and New Business: Smallwood presented meeting minutes from October 3, 2017 for approval. Hyde moved to approve the October 3rd Commission meeting minutes as presented, the **motion** was seconded and carried. Smallwood presented board applications for the Byron Solid Waste District. Hyde moved to table the Byron Solid Waste District appointments until the November 17th meeting. Smallwood presented correspondence regarding a risk assessment done by County insurance provider Gladfelter. Information regarding the City Park was transmitted to the Town of Basin. Smallwood presented a request from the Wyoming Water Development Commission to access county property at the Greybull Airport to conduct a level one watershed study for the Greybull River and Dry Creek watershed areas. Hyde moved to approve the access request as presented, the **motion** was seconded and carried.

Smallwood presented Good the County Items and Mail: Financial Statements: S. Lipp-Clerk of District Court (September 2017); Lori Smallwood-County Clerk (September 2017); Ken Blackburn-BHC Sheriff (September 2017) Monthly Report(s) and prepared correspondence review: Bonds: B. Meier-Byron Solid Waste Disposal Dist. (\$15,000); C. Anderson-South Big Horn County Water District (\$30,000) Cancellation of

Taxes: B. Lindsey & S. Batenhorst Parcel # 50-89-033-00180-E; and S. Williams Parcel # 50-89-033-00180-D

Hyde 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 October 17, 2017

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