

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 18th, 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 Hyde. Ewen recognized guests and presented the agenda, a **motion** was made by Hyde to accept the agenda as presented, the motion was seconded and carried.

Willie Bridges– Pryor Mtn. Engineering / Road and Bridge: Bridges presented utility permits for the Town of Lovell water project, a request to waive associated cut fees and guidance regarding the usual bond for projects of this type. B. Dickson, representing the Town of Lovell, referenced a commitment letter provided by the Town of Lovell and explained the Town's request to waiver the cut fee and traditional bond. The Town will provide complete oversight of the project and there will be no need for county personnel to supervise that work. The bond and insurance provided by the contractor will exceed normal project requirements. Hyde moved to approve the utility permits as presented and to waive the cut fees and bond requirements for the Town of Lovell's water line project, the **motion** was seconded and carried. It was clarified that the fees were waived because the contractor bond requirements will cover both the Town of Lovell and Big Horn County. Bridges presented and recommended approval of a utility permit on Lane 12 from MDU. Hyde moved to approve the MDU utility permit as presented, the **motion** was seconded and carried. Bridges presented and recommended approval of an access permit on Lane 12. Carrizales moved to approve the permit as presented, the **motion** was seconded and carried. Bridges presented information regarding flood and culvert damage on Road 26, the plan to install a larger culvert, and the need to build a detour around the culverts during the project. Bridges previewed the BLM application process for temporary detour approval and presented the application for signature. There was discussion regarding the need for a flood plain development permit and the length of time required to receive BLM approval. The Road and Bridge would like to complete this repair as quickly as possible. Hyde moved to approve the BLM application to allow for a detour to be built on Road 26, the **motion** was seconded and carried. Bridges presented a permit request to the BLM to expand the Table Mtn. pit. He reported that the BLM will require a certified archeological survey of the area before the permit will be approved. Bridges explained the need for the expansion and shared his concern it could be almost a year before the BLM's expert could perform that survey. Bridges shared that BLM does allow for this work do be done by others who are on an approved list but it must be paid for by the applicant. Bridges stated that the survey could cost the between \$1,500 and \$2,000 and requested permission to proceed using currently budgeted road and bridge funds. Hyde suggested that the County should send a bill to the BLM for reimbursement of this added expense caused by their staff shortage. Hyde moved to approve expenditure for the archeologist to complete the required review, the **motion** seconded and carried. There was discussion regarding a letter received from WYDOT regarding plans for the railroad crossing at Road 3. Bridges reported that additional approvals/studies will be required for the project on IRP Road 7 ½ project and will cause delays to the original project timeline. Ewen shared a letter from the State Engineer's office which asked for additional information regarding the Scharan Subdivision temporary water use agreement. Bridges will respond to the items requested in the letter. Carrizales said that he and Bridges have reviewed Pryor Mtn. Engineering's September billing and is now recommending approval of the associated pay warrant.

Carl Meyer – Airport Manager: Meyer reviewed airport activities as outlined in his report, including the presentation of WYDOT applications for NAVAID reimbursement for both airports. Carrizales moved to approve the State Airport aide application for the NAVAID systems maintenance costs at both airports, the **motion** was seconded and carried. Meyer presented a Commission response to the no objection letter received from the FAA for the races held at the Greybull Airport. Hyde moved to approve the letter as presented, the **motion** was seconded and carried. Meyer reported on the progress of the Town of Greybull /Airport waterline

project. The project may cost less than anticipated and there are additional plans being made to resolve some ongoing concerns regarding water usage. Meyer presented the Federal Funding Annual Financial Report prepared by GDA for signature. Carrizales moved to approve the financial reports for the FAA as prepared by GDA, **motion** was seconded and carried. Meyer reported that B&G will be scheduled to meet with the Commission session soon and asked for guidance in the coordination of that meeting. By consensus the Commission agreed to schedule that session and asked that an agenda and talking points be prepared for that session. It was clarified that the session may need to be executive session for contract discussion with attendance of the County Attorney, Airport Manager and County Treasurer required.

Michael Scott & Clayton Draggoo – American Legion Post 29: Scott reported that new wheels for the cannons have been purchased and they are planning to install them this fall. The old wheels will be sold and the proceeds will be deposited into the cannon fund. By consensus the Commission approved that process to seal the old wheels and clarified that the bidding should be open to the public. Scott reported on his trip to the cannon foundry in Pennsylvania and shared pictures of an existing enclosure for the protection and display of the cannons. Similar protection for Big Horn County's Cannons was discussed and it was agreed that that a location needs to be determined and possible supporters identified for construction of the shelters. The entire Commission expressed a desire to help with the project and supported moving the cannons to the front of the Courthouse.

Marquerite VanDyke & Carol Willard -Deputy County Clerks: VanDyke & Willard presented bills and payroll items. Deputies presented a proposed 2017 Holiday Schedule. Carrizales moved to approve the proposed schedule with the removal of the January 2nd holiday. Hyde moved to approve the bills as presented, the **motion** was seconded and carried.

AMERICAN WELDING & GAS INC. 188.95, KIM ADAMS 852.17, BOB BARKER COMPANY, INC. 1,630.00, CAROLYN BARNES 9.85, BIG HORN TRUCK & EQUIPMENT 300.00, BASIN REPUBLICAN RUSTLER 2,360.00, BASIN REPUBLICAN RUSTLER 80.00, BIG HORN CO-OP MARKETING ASSN 962.43, BIG HORN CO-OP MARKETING ASSN 46.51, BIG HORN CO-OP MARKETING ASSN 182.93, BIG HORN CO-OP MARKETING ASSN 98.29, FIRE PROTECTION DIST. #5 150.56, BIG HORN ENGRAVING & SIGN 1,241.60, BIG HORN RURAL ELECTRIC CO. 467.39, BIG HORN COUNTY WEED & PEST CONTROL 219.62, BLAIR'S MARKET 56.67, GREGORY BLENKINSOP 88.56, FELIX CARRIZALES 1,078.08, CALIFORNIA CONTRACTORS SUPPLIES 205.44, CANON FINANCIAL SERVICES 338.66, CARDINAL HEALTH 411 INC 2,544.70, CARQUEST AUTO PARTS 1,172.73, CENTURY LINK 38.33, COMMUNICATION TECHNOLOGIES, INC. 320.00, COPENHAVER, KATH, KITCHEN 150.00, BIG HORN COUNTY TREASURER 655.01, DONNA K CAPELLEN 100.47, WAYNE A. BIRD 1,200.00, TOWN OF COWLEY 137.35, DBT TRANSPORTATION SERVICES, LLC 3,307.79 134016 DATA IMAGING SYSTEMS 211.02, DOUBLE R SERVICE LLC 100.00, TINA ELY 19.44, FAIRBANKS MEDICAL CONSULTING, PC 800.00, FIRE PROTECTION DISTRICT #3 94.10, FIRE PROTECTION DISTRICT #4 272.89, GARY'S VACUUM & STAMPS 32.95, KRISTINE GODFREY 43.20 CHRISTINA GREENFIELD 176.74, GREENWOOD MAPPING INC. 3,960.00, GREYBULL BUILDING CENTER 7.99, GREYBULL STANDARD 232.50, GREYBULL STANDARD 54.00, TOWN OF GREYBULL 230.80, HALLMAN, HUNT & MICKELSON, PC 1,650.00, HALI-BRITE, INC 666.00 HANSON CHEMICAL, INC. 36.86, HASKELL FUNERAL HOME 450.00, HEART MOUNTAIN FARM SUPPLY 174.82, JOY H HILL 727.56, ILLINOIS OFFICE SUPPLY 3,772.13, J&E, INC. 2,249.69 BOBBIE JENKS 227.10, JOHN R. HALEY IV 488.52, KANE FUNERAL HOME 190.00, KEELE SANITATION 147.00, CHRISTOPHER J KING, PC 1,062.50, LAWSON PRODUCTS, INC. 463.96, LOVELL CHRONICLE 3,221.50, MAYES BROTHERS LLC 393.99, MCINTOSH OIL COMPANY 3,939.00, MESSENGER & OVERFIELD, PC 137.00, KRISTY MICHAELS 20.00, MILLER'S FABRICATION & CONST. 106.88, MINCHOW'S SERVICE 3,930.09, MOUNTAIN MOTOR SUPPLY 54.25, MURDOCH OIL, INC. 294.54, N-COMPLIANCE SAFETY SERVICES, INC. 1,125.00, KAMI NEIGHBORS 533.30, NEWMAN TRAFFIC SIGNS 457.12, NORTH BIG HORN SENIOR CITIZENS 750.00, O'REILLY AUTO PARTS 3,510.67, THE OFFICE SHOP, INC. 1,220.87, PAINTBRUSH PUBLISHING 115.00, PARK

COUNTY CLERK 77.03, KAYE PENNO 160.00, THOS. Y. PICKETT & COMPANY, INC 1,600.00, PLATTE COUNTY EXTENSION 178.00, PITNEY BOWES GLOBAL 111.00, PETROLEUM TESTERS LLC. 200.00, PUBLIC DEFENDER 450.00, QTPOD 1,890.50, QUILL CORPORATION 2,668.51, RAMS HEAD FINANCIAL SERVICES 50.00, RELIABLE IMAGING 623.92, RED APPLE SUPERMARKET 19.97, ROCKY MOUNTAIN POWER 1,738.96, RURAL FIRE PROTECTION DIST. #1 283.04, RURAL FIRE PROTECTION DIST. #2 754.50, SECURITY STATE BANK 43,731.25, SELBY'S 176.16, SERLKAY PRINTING 542.00, MAE SMITH 30.00, SOUTH BIG HORN COUNTY HOSPITAL DIST 2,500.00, SOUTH BIG HORN COUNTY HOSPITAL 952.05, SOUTH BIG HORN SENIOR CITIZENS 916.67, KRISTI STEVENS 19.90, TCT WEST, INC. 6,387.67, TCT WEST, INC. 970.28, THOMSON REUTERS - WEST 222.48, TRANSUNION RISK & ALTERNATIVE 25.00, TRAVELING COMPUTERS, INC. 6,035.10, TRI COUNTY TELEPHONE ASSOC. 66.24, SECURITY STATE BANK 9,710.78, VALLEY HARDWARE 277.60, ROBERT VOSS 210.00, RODNEY WAMBEKE 180.00, WHEELER'S IGA 25.90, WYOMING DEPT. OF WORKFORCE SERVICES 1,892.56, WEX BANK 3,364.98, WYO DEPT. OF HEALTH 450.00, WYOMING DEPT OF HEALTH 34.00, WYOMING GAS 1,228.74, WYOMING STATE BAR 710.00, YELLOWTAIL REFRIGERATION, INC 469.00, ZUMAR INDUSTRIES, INC 246.81, SHEILA J PAUMER 162.00

Sheila Paumer – Fair Operations Manager: Paumer presented building usage fee information collected from counties across the state, and suggested the County use a flat fee because of instances when renters are not reporting or paying for additional users. Paumer also presented the idea of a building membership. There was discussion of ways to avoid fraud and misuse of memberships, other rates, and non-exclusive use for memberships. Paumer will work on a revised fee schedule and liability waiver document. Paumer reported that the surplus property ad received one bid for the roping chute and none for the bath house. Paumer suggested demolition and removal of the building. By consensus that the Commission agreed to have the bath house demolished with any salvageable items to be recycled. Carrizales moved to sell the chute for \$150.00 to the sole bidder, the **motion** was seconded and carried. Paumer reported on her attendance at the Wyoming Fair Association Meeting, also reporting that she is gathering information from others regarding the structure and use of advisory committees. Paumer reported receiving a scholarship to attend the Rocky Mountain Association of Fairs allowing her to attend for the cost of lodging only. J. Mullens attended to hear the fair session and to ask what decision had been made regarding the fair. Ewen responded that an advisory committee was being explored. Carrizales shared his discussions with Zollman regarding additional meetings to determine the best options for the formation of an advisory committee and selection of its members. Mullens is concerned that meetings should include all those who are interested in order to not foster the perceived division of north and south that has been mentioned as being an issue. Mullens asked about the difference between a board and advisory committee. Ewen clarified that an advisory committee would be there to share ideas, help and guide policy but would have no enforcement authority. Hyde suggested waiting for recommendations from the Facilities Manager before any decision is made. J. Hill suggested that the same process used for the Natural Resource Management Plan Steering Committee might be a good model to follow for the proposed advisory committee. Mullens shared her desire to stay in the loop and her desire to ensure success for the kids of Big Horn County. Ewen thanked Mullens for attending.

Joy Hill – Big Horn County Land Planning: Hill presented activities of the department. Hill presented and recommended approval of an amended plat for the Triple Crown Subdivision. Hyde moved to approve the Triple Crown subdivision amended plat as presented, the **motion** was seconded and carried. Hill presented the Williams simple subdivision 16.003 plat and recommended approval. Hyde moved to approve the Williams subdivision plat as presented, the **motion** was seconded and carried. Hill explained the flood plain issue on road 26 and outlined the process to be followed to ensure proper documentation. Hill reported that a call was received regarding solar panel construction and solar access rights documentation. There was discussion regarding easement, concerns with proper filing of that type of document and what enforcement was required or needed. Hill will research the topic further and report at a future meeting.

Old and New Business: Minutes from the October 4, 2016 meeting were presented for approval. Hyde moved to approve minutes as presented, the **motion** was seconded and carried. Applications were presented for the Byron & Big Horn County Solid Waste Disposal Districts. Hyde moved to approve Neves and Mattis appointment to the Big Horn County Solid Waste Board, the **motion** was seconded and carried. Hyde moved to approve the reappointment of Ballard and Price to the Byron Solid Waste Disposal District Board, the **motion** was seconded and carried. Smallwood presented a title transfer for an MPV from the County to the Medicine Lodge State Park.

B. Lindsey-County Treasurer: Lindsey presented and recommended approval of a lease purchase agreement between Security State Bank and the County for the previously approved Road and Bridge motorgrader. Hyde moved to approve the agreement as presented, the **motion** was seconded and carried.

Public Hearing Transfer of Funds: Resolution #3 was presented. Hyde moved to approve transfer of funds resolution # 3 as presented, the **motion** was seconded and carried.

Smallwood presented Good of the County Items and Mail: **Financial Statements:** Ken Blackburn- BHC Sheriff (Sept. 2016); Lori Smallwood-County Clerk (Sept. 2016) **Monthly Report(s) and prepared correspondence review:** Planning & Zoning Commission Minutes (Sept. 2016); Byron Solid Waste Disposal Dist. Minutes (Sept 2016);**Bonds:** Teri Thon – Town of Basin Court Clerk (\$5,000); Diedra Clendenen-Town of Frannie (\$30,000); Gary Leonhardt- Sidon Irrigation Dist. (\$50,000); Rory L. Noble – Fire District #2 (\$20,000)

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 October 18th, 2016

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