

## 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 2, 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, the motion was seconded and carried.

K. Sylvester – County Prevention Funding: Carrizales shared information received at WACO regarding research done by a firm hired by the State to collect prevention related data to be available to counties for the needs assessment associated with the Wyoming Department of Health prevention grant. Carrizales shared the various approaches being used other counties for this work. Sylvester reported she is familiar with the entity and will reach out to them as part of her work on this project. Hyde moved to approve the Wy Dept. of Health contract for prevention funding as presented, the **motion** was seconded and carried. Smallwood presented the subcontract for K. Sylvester to complete the first 180 days of contract requirements. Hyde moved to approve the subcontract for Sylvester as presented, the **motion** was seconded and carried.

Willie Bridges-B.H.C. Engineer and Road & Bridge: Bridges reported that court security plans are being worked on by Plan One and that the change to a sally port on the east side of the building had created some additional work. Bridges indicated a meeting with the Committee would be set up for next week with advertising for bids expected within a month. Bridges reported on his conversation with DEQ regarding the Marathon Oil Voluntary Remediation Program participation for the Lovell Refinery area noting that information will flow to the County with or without a formal public participation plan. Bridges shared that there hasn't been much public interest and that all adjacent land owners will be notified so there doesn't seem to be a need for the additional time and cost. By consensus the Commission agreed to allow the process to move forward since no plan is required and the DEQ and Marathon will make presentations as studies are done. Bridges reported on Coroner building progress and change orders for electrical outlets and door hardware. There was discussion about the proposed changes to Lane 41 ½ and ensuring BLM access for the public, additional research and review will be done by Bridges and Carrizales before moving forward with any changes.

Hovey presented a utility permit to bore under the Orchard Bench Road. There was discussion about correspondence received from another permit holder on Orchard Bench Road and the costly bid received to bore. Bridges shared that the bid cost is indicative of a more complicated bore. Despite the hardship this additional expense may cause Bridges recommended that the road not be cut due to the assets of newer pavement on that road and the impact it will have on other residents of the county. Hyde expressed his support for sticking to the policy and only approving boring. Craft moved to approve the Orchard Bench /Lane 48 utility permit to bore as presented, the **motion** was seconded and carried. Craft will inform the permit holder who sent the additional correspondence that the Commission will not approve a cut on Orchard Bench in accordance with county policy.

Carrizales opened discussion on the location and previous decision to remove a cattle guard on Road 18 and suggested the Commission reconsider the decision based on a letter of objection received from one of the landowners. Hyde shared that he doesn't believe the decision to remove the cattle guard should be rescinded due to one objection. Craft asked for clarification regarding the reasoning the removal was planned. Hyde highlighted the maintenance issue it causes, hazards created by livestock grazing in the right of way and standing in the roadway, and difficulty moving farm equipment. Carrizales shared that the cattle guard gives

the land owner access to water on the opposite of the road on land he owns as well and his desire to reconsider the decision was based on the water access. There was discussion about benefits and concerns of others in the area. Carrizales stated he would like to hear from those involved and would like the county to hold off on removal until there is a chance to hear from all with concerns. Hyde and Craft requested Bridges share his assessment of the situation. Bridges reiterated the difference between cattle guards being used to move livestock to water on range land vs farming land adding his belief that the WYDOT model regarding cattle guard use would be the wisest course of action and supports the cattle guard removal in this instance. Bridges also cited a safety concerns due the relatively high traffic on that road from landowners and citizens accessing hunting ground.

Hovey reported on work completed leading out to Wardell Reservoir that should correct the concerns shared by Mr. Jones and other work being done. Hovey reported that the Road 8 culvert had been ordered and should make a big difference in the water on the roadway in that area. Hovey reported that a lot of trees have been trimmed or removed to maintain safety on county roadways. Hovey shared that he would like to replace a dump truck if one can be found on the State surplus site. Wambeke reported on activities of the north crew. There was discussion that the two older tractors will be cannibalized to make one more dependable unit.

Bridges will present a utility permit for Lane 8. Hyde moved to approve the utility permit as presented, the motion was seconded and carried.

Carl Meyer – Airport Manager: Meyer reported on airport activities and presented Navaid applications for maintenance grants. Craft moved to sign both proposals as presented, the **motion** was seconded and carried. Meyer reported that 10% revenue from the drag race events had been deposited and totaled about \$1,400 noting the amount is more than the average hangar lease revenue. P.Thur, Town of Greybull attended to report on the waterline project and discuss the final debt service agreement for the project. Final numbers total \$7,710.96/year in county debt service for 30 years. Thur will present an agreement to the Town Council that will be forwarded to the Commission for approval shortly. Thur shared that the USGS flood monitoring gauge for this area is in Basin and was due to expire October 1<sup>st</sup>. Due to the importance of this monitor the town paid the \$5,500 local portion of the renewal fee and asked the Commission to consider contributing to that expense. By consensus the Commission agreed to have L. Dobbs look into this and advise on the County's involvement.

Angela Parker – Land Planning: Parker presented a report on department activities.

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

ALSCO 68.68, AMERICAN WELDING & GAS INC. 79.23, ASCENT AVIATION GROUP, INC 60.00, DEL ATWOOD, JR 19.40, WHITE LINE LLC 2,600.00, BOB BARKER COMPANY, INC. 568.18, CAROLYN BARNES 241.08, BHC 4-H ACTIVITIES 30.00, BILLS LOCK & KEY 25.00, BASIN PHARMACY 2,508.78, BASIN REPUBLICAN RUSTLER 2,519.50, BASIN REPUBLICAN RUSTLER 33.00, BENCHMADE KNIFE COMPANY 892.50, TOWN OF BASIN 12,196.99, BIG HORN CLINIC 140.00, BIG HORN CO-OP MARKETING ASSN 50.51, BIG HORN CO-OP MARKETING ASSN 41.55, BIG HORN COUNTY WEED & PEST CONTROL 83.09, BURLINGTON SERVICE STATION 185.7, JENNIE CAROTHERS 74.34, COAST TO COAST SOLUTIONS 633.70, CARDINAL HEALTH 110 LLC 2,731.44, CHARM-TEX, INC 638.90, CENTURY LINK 491.14, CENTRAL DRUG SYSTEM 109.00, COLONIAL RESEARCH CHEMICAL CORP. 340.09, COMMUNICATION TECHNOLOGIES, INC. 976.00, COVENANT INSURANCE GROUP INC. 5,060.00, WAYNE A. BIRD 1,200.00, TOWN OF COWLEY 143.85, CRUM ELECTRIC SUPPLY CO. 51.48, DYMAX INC 182.08, DBT TRANSPORTATION SERVICES, LLC 3,307.79, DEMCO 81.90, ELECTION SYSTEMS & SOFTWARE INC. 71.88, TINA ELY 43.23, ENGINEERING ASSOCIATES 3,609.46, CARLA FAIRCLOTH 316.10, FOOD SERVICES OF AMERICA 14,842.35, CENGAGE LEARNING - GALE 224.81, GRETCHEN GASVODA KELSO 473.25, KRISTINE GODFREY 434.46, GREYBULL STANDARD 688.50, GREYBULL STANDARD 95.00, TOWN

OF GREYBULL 231.33, HD FILTERS LLC 64.13, SHANNAN HOVEY 162.74, ILLINOIS OFFICE SUPPLY 2,928.20, MICHAEL K JAMESON, JR 1,200.00, JOHN R. HALEY IV 556.79, TRACY JOLLEY 82.84, CHRISTOPHER J KING, PC 250.00, BECKY A. LINDSEY 1,217.25, WOLTERS KLUWER/ LIPPINCOTT WILLIAMS 604.00, LINTON'S BIG R 268.24, LOMCO, INC 17,768.42, LOVELL CHRONICLE 2,660.50, TOWN OF LOVELL 567.66, CONNIE LOWE 150.00, KEELA M MANGUS 648.00, MILLER'S FABRICATION & CONST. 894.23, MINCHOW'S SERVICE 1,895.36, MONTANA-DAKOTA UTILITIES 227.17, KAMI NEIGHBORS 504.48, JACK NICHOLLS 400.00, NORMONT EQUIPMENT COMPANY 269.00, NORTH BIG HORN COUNTY SEARCH 93.71, O'DELL CONSTRUCTION, INC 96,223.50, THE OFFICE SHOP, INC. 726.37, OFFICE ALLY 19.95, ANGELA PARKER 10.00, THOMAS Y. PICKETT & COMPANY, INC 1,700.00, PLAINSMAN PRINTING, INC. 614.43, PLAN ONE ARCHITECTS 4,516.65, PITNEY BOWES GLOBAL 266.43, WILLIAM E. BRIDGES 11,014.89, QTPOD 2,755.50, QUILL CORPORATION 678.12, RELENTLESS LLC 599.00, RIMROCK TIRE, INC 238.30, ROCKY MOUNTAIN POWER 751.98, SAINT VINCENT HEALTHCARE 19.50, SECURITY STATE BANK - PETTY CASH 44.33, SOUTH BIG HORN COUNTY HOSPITAL DIST 3,833.33, SOUTH BIG HORN COUNTY HOSPITAL 5,564.17, SUNSHINE OFFICE PRODUCTS 8.85, SYMBOL ARTS 975.00, TYLER TECHNOLOGIES, INC 165.38, SECURITY STATE BANK 12,084.65, VALLEY HARDWARE 38.01, VERIZON WIRELESS 1,087.10, WS PACKAGING GROUP, INC 204.00, WYONET, INC 2,242.40 FRED A. WERNER 21.79, WESTERN PRINTING INC. 389.99, WYO DEPT. OF HEALTH 271.19, WYOMING DEPT OF HEALTH 54.00, WYOMING MACHINERY COMPANY 1,436.66, YELLOWSTONE RADIOLOGY PC 323.00, WAYNE E HUDSPETH 101.25, CASSIDY S EDELER NUNNALLY 97.50,

Wes Huber – Airport Manager Position: Carrizales reviewed the Commission’s interview process with W. Huber and offered W. Huber the position as full time Airport Manager. Huber asked about the salary and the position regarding full time /on demand. Carrizales clarified the on call situation and how things had been handled by C. Meyer. Huber shared his discussion with Meyer regarding the position and duties. Carrizales noted that the salary offer was made with the possibility of an increase after a successful year. Huber stated he could begin October 16, 2018. Craft moved to hire Huber as discussed, the **motion** was seconded and carried.

Old and New Business: Smallwood presented old and new business items. Hyde moved to approve the consultant agreement with Y2 Consulting for the drafting of a Natural Resource Management Plan, the **motion** was seconded and carried. Hyde suggested that the steering committee be reconvened to help solicit funding and begin this work. Hyde gave an overview of an email received from Liz Cheney’s office regarding a bill she will introduce that removes all wilderness study areas and lands with wilderness characteristics in three Wyoming Counties with Big Horn being one of those on the list. There was discussion about how beneficial this would be if the bill passes. Carrizales shared that he has been contacted regarding issues and concerns surrounding upcoming Solid Waste Board appointments and suggested the Commission be careful when making those choices in the upcoming month. Smallwood presented meeting minutes from September 18<sup>th</sup> for approval. Hyde moved to approve the minutes as presented, the **motion** was seconded and carried. Hyde moved to approve the Department of Correction Agreement for the Detention Center as presented, the **motion** was seconded and carried.

Good of the County items: Monthly Report(s) and prepared correspondence review: Planning and Zoning Minutes (August, 2018) Bonds: D. Clendenen-Town of Frannie (\$30,000); T. Menke-School Dist. #3 (\$25,000) Cancellation /Rebate of Taxes: Lovell Kane Area Museum Parcel # 03-13-013-00131 (Cancellation)

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 October 2, 2018.

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