

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: **September 5th, 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 Hyde. The agenda was presented, 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: Utility and access permits were presented with recommendation for approvals on Roads 9, 12, 42 and Lanes 13 and 12. Craft moved to approve the utility and access permits as presented, the **motion** was seconded and carried. Bridges reported that paving has begun on the Road 7 ½ IRP project. Bridges and Hovey reported ongoing irrigation issues on Lane 35 caused by a land owner putting a pipe through the county culvert. Hovey asked for direction to correct the issue there was discussion regarding options to turn the water off and the need for the pipe to be removed from the culvert. Bridges suggested notification be sent with a deadline for correction with assistance of the County Attorney and Sheriff's office for delivery. By consensus the Commission asked Bridges to update the County Attorney and have the letter served. Hyde requested a list of property owners that have been causing road issues with irrigation water and suggested a letter be sent over the winter informing of the damages caused and actions that will be taken in the spring if issues are not corrected. Bridges gave an overview of pavement damage happening on Orchard Bench Road that will require an overlay of approximately 2,000 feet. Bridges stated that the funding for chip sealing that was not done will be used for this section of overlay. Bridges outlined the bid process that will be followed. By consensus the Commission approved that work to move forward. Bridges reported on phone call he received from Keele Sanitation regarding septic system disposal issues and concerns. There was discussion about possible long term solutions and private business verses county concerns. By consensus the Commission asked Bridges to research the topic for potential costs and potential benefits.

Hovey reported on weed mowing completed and other work the crews have been doing the past month. Hovey reported on a bridge with decking that is failing. Research will be done to determine the best course of action for longevity and costs. Hovey reported that road grading has been tough due to dry conditions and requested folks be patient because there are plans for grading as weather permits. Hovey reported that DEQ had done a gravel pits site visit and the meeting went well.

Ed Luhm- Whaley Road Petition (Hearing to Determine Deadline): Craft moved that the Commission now consider the motion to determine deadline filed by the affected party Flitner Limited partnership in case number 2011-01 and that the hearing officer Ed Luhm step forward to conduct the hearing on that motion. The **motion** was seconded and carried. Ed Luhm- Hearing officer presented an overview of the motion, action and appeals and stipulations of the case and the draft order presented for Commission consideration. Hyde moved to approve the order granting determination of deadline, the **motion** seconded and carried.

Carl Meyer – Airport Manager: Meyer presented the airport report. There was discussion regarding the outstanding lease issue with the update that the process is moving forward.

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

LETITIA C ABROMATS, PC 1,780.00, ALSCO 51.64, KIM ADAMS 87.74, WHITE LINE LLC 600.00, CAROLYN BARNES 645.46, BASIN AUTO CARE 687.12, BASIN PHARMACY 1,136.45, BASIN

REPUBLICAN RUSTLER 850.50, BASIN REPUBLICAN RUSTLER 140.00, TOWN OF BASIN 15,848.24, THOMAS L BENNETT, MD 3,900.00, BIG HORN CO-OP MARKETING ASSN 56.15, BIG HORN CO-OP MARKETING ASSN 1.31, BIG HORN COUNTY SOLID WASTE DIST. 15.20, FIRE PROTECTION DIST. #5 312.00, BLAIR'S MARKET 7, GREGORY BLENKINSOP 307.09, BURLINGTON CAR CARE LLC 52.89, C & B OPERATIONS, LLC 76.36, CANON FINANCIAL SERVICES 90.62, CARDINAL HEALTH 110 LLC 10,589.97, CARQUEST AUTO PARTS 5.79, CHILDREN'S ADVOCACY PROJECT 3,000.00 CHARM-TEX, INC 708.34, CENTURY LINK 509.18, CENTRAL DRUG SYSTEM 3.50, CNA SURETY 50.00, COMMERCIAL SERVICE HVAC, INC 98.50, CATHLEEN COLLINS 152.26, MICHAEL T COWAN 12.75, CHARTER COMMUNICATIONS 79.98, CRUM ELECTRIC SUPPLY CO. 71.40, L. N. CURTIS & SONS 503.50, DRY CREEK MOBILE WINDSHIELD REPAIR 70.00, E&M HEATING & A/C, INC. 240.00, TINA ELY 332.04, ESRI, INC. 6,850.00, FIRE PROTECTION DISTRICT #3 214.50, GRETCHEN GASVODA KELSO 674.57, GLADSTONE, INC 102.70, GDA ENGINEERS 4,140.00, CHRISTINA GREENFIELD 46.96, GRAINGER 78.85, GREYBULL STANDARD 60.00, HD FILTERS LLC 80.56, HALLMAN, HUNT & MICKELSON, PC 1,410.00, HONNEN EQUIPMENT CO. 1,567.62, PATTI HOFF 2.09, HUB-BHJ INT'L MOUNTAIN STATES LTD 84,789.00, MICHAEL K JAMESON, JR 1,200.00, BOBBIE JENKS 102.00, JEFFRIES DENTAL, PC - BASIN 711.00, JOHNSTONE SUPPLY 411.26, JOHN R. HALEY IV 827.66, TRACY JOLLEY 46.01, JOLLEY BROTHER'S TRUCKING 420.00, KANE FUNERAL HOME 380.00, CHRISTOPHER J KING, PC 500.00, LAIRD SANITATION 610.00, KEVIN LEWIS 23,835.00, LOVELL CHRONICLE 216.00, TOWN OF LOVELL 706.36, EDWARD G. LUHM, P.C. 50.00, LOVELL FFA 450.00, TED MENKE 43.34, MINCHOW'S SERVICE 12,581.55, MEMORIAL HOSPITAL OF SHERIDAN 1,389.00, MCCLELLAN & MACQUEEN, INC 725.00, MONTANA-DAKOTA UTILITIES 211.36, MOTOR POWER EQUIPMENT CO. 42.49, MOUNTAIN MOTOR SUPPLY 15.02, MOUNTAIN WEST COMPUTER 53.00, HILLARY G. MULLEY 282.44, MURDOCH OIL, INC. 1,246.14, JACK NICHOLLS 200.00, THE OFFICE SHOP, INC. 241.25, OFFICE ALLY 19.95, HOMAX OIL SALES INC. 210.11, KAYE PENNO 380.00, THOS. Y. PICKETT & COMPANY, INC 1,600.00, PITNEY BOWES, POSTAGE BY PHONE 199.55, PITNEY BOWES GLOBAL 276.74, PURCHASE POWER-PITNEY BOWES 1,008.50, POSITIVE PROMOTIONS 55.00, POWELL VETERINARY SERVICES 72.00, CATHY PRATT 13.00, QTPOD 113.97, QUILL CORPORATION 2,090.98, RIMROCK TIRE, INC 1,574.55, ROCKY MOUNTAIN POWER 2,890.31, RANDY L. ROYAL 510.00, RURAL FIRE PROTECTION DIST. #1 287.79 SHOSHONE OFFICE SUPPLY 8.71, SOUTH BIG HORN COUNTY HOSPITAL 3,673.52, SOUTH BIG HORN SENIOR CITIZENS 539.71, STRAIGHT STRIPE PAINTING 82,708.79, SYMBOL ARTS 81.75, SYSCO FOOD SERVICES 25,817.95, TECHNICAL FORESTRY SERVICES 20,307.10, TCT WEST, INC. 265.30, THOMSON REUTERS - WEST 222.48, TRACTOR & EQUIPMENT CO. 3,518.22, TRAVELING COMPUTERS, INC. 6,571.92, TYLER TECHNOLOGIES, INC 165.38, SECURITY STATE BANK 1,688.81, ULTRAMAX 587.00, UNIVERSITY OF WYOMING 50.00, VALLEY HARDWARE 138.42, VIRIL ELECTRIC, INC 345.60, VERIZON WIRELESS 1,235.72, WPOA 325.00, WALKER'S SERVICE 204.15, WYONET, INC 2,242.40, WAGONHOUND RENTALS 75.00, WEX BANK 3,640.73, WACO 325.00, WYOMING FIRE SAFETY 16.00, WYO DEPT. OF HEALTH 772.00, WY PUBLIC HEALTH LABORATORY 64.00, WYOMING SECRETARY OF STATE 30.00, WYOMING STATE LIBRARY 14,000.00, YOUNGS 365.68, BONNIE S MORRIS 60.00, JILL HITZ 47.04, BRENDA MCKINZIE 45.50, UNIVERSITY OF WYOMING 180.00, POLECAT PRINTERY 276.89, GREYBULL MOTEL 1,868.00, SERENA K LIPP 102.14

Joy Hill – BHC Land Planning: Hill reported on department activities and gave an update on the non-compliant septic system issue. Discussion determined the Commission was in consensus to have Hill contact DEQ for assistance. Hill shared concerns with office hours and meeting requirements that will require occasional office closures. Carrizales requested that closure signs share reasons for closure. There was discussion regarding county vehicles and car pools, the topic will be reviewed.

Monte Bush-NRCS/South Big Horn Conservation District & George Kelso South Big Horn County Conservation District: Bush gave a summary of the NRCS/EWP as a mechanism to protect land, property and lives with specific requirements as well as examples of previous work that has been done in the county via this

program. Bush gave an overview of the project to utilize EWP funds to rebuild a bank on the Nowood River to protect a historic cabin. Bush gave an overview of the sponsor requirements for the EWP program including the new eminent domain ability piece. Bush stated that the state office would not undertake a project that would require eminent domain. Carrizales shared concern with the eminent domain language opening that option. Bush suggested approval be by project or yearly basis. The Commission agreed that project by project basis is the best alternative. Hyde moved to co-sponsor the Nowood FY17 EWP project, the **motion** was seconded and carried. A letter of support will be drafted and sent to Bush for use in the funding application.

Sheila Paumer-Fair Operations Manager: Paumer reported on activities and an upcoming meeting with the State Fair Manager September 26th 7:00 PM. Hyde moved to go to executive session for personnel issues. The session was adjourned with no action taken.

Gretchen Gasvoda- UW Extension: Gasvoda gave an update on Extension staffing, the U.W. job freeze that may affect replacing Mae Smith, and requested approval to hire a part time casual employee to help staff the office when current staff must be out for illness, vacation or training. Carrizales shared that the Commission understands the shortage but that no funding can be allocated for these fill in hours. The Commission shared that they understand there maybe some closed times and that a note on the door including reason for closure will be sufficient. It was also suggested that this situation be shared in outreach and newsletters. The Commission noted they support this solution and will share that information with anyone who expresses a concern. Gasvoda shared that the Extravaganza will be December 7th. Gasvoda also expressed her appreciation for S. Paumer and her fantastic job with fair this year. Hyde asked Gasvoda's views on the Advisory Board vs Fair Board. Gasvoda shared that she believes the current situation is working well.

Gina Anderson-BHC Assessor: Anderson gave an overview of Resolution #4 Irrigation Drainage District Levies. Hyde moved to approve Resolution #4 as presented, the **motion** was seconded and carried.

Old and New Business: Minutes from the August 1st and 15th meeting were presented for approval. Hyde moved to approve minutes as presented, the **motion** was seconded and carried. Hyde gave an overview of a conversation he had with the Town of Lovell Administrator J. Nebel's regarding the Lovell Annex and a desire to relocate some offices within the building. There was discussion regarding concerns of others in the building. Hyde will let the Commission know when the meeting to discuss this is scheduled. Smallwood presented the renewal agreement for Covenant Insurance Consulting for approval. Hyde moved to approve the renewal agreement, the **motion** was seconded and carried. Smallwood presented HIMT recommendations to retain Blue Cross Blue Shield of Wyoming as the County's third party insurance administrator and BCS as the county's stop loss carrier. Hyde moved to approve the stop loss coverage and BCBSWY renewal, the **motion** was seconded and carried. Smallwood presented the MASA Medical Transport program and recommendation of the HIMT that the Commission consider making this a County paid benefit for eligible employees. Hyde summarized his support for this county paid benefit and moved to proceed with contracting with MASA Medical Transport Insurance program funded for eligible employees out the health insurance reserve account. There was discussion that the benefit would be reviewed annually to determine available funding and that the program could be switched to an employee deduction if needed in future years. The **motion** was seconded and carried. Smallwood will begin working with MASA to get that benefit in place January 2017. Titles for surplus vehicles sold via sealed bid were presented for signature.

Smallwood presented Good the County Items and Mail: Financial Statements: Serena Lipp-District Court Clerk (August 2017) Monthly Report(s) and prepared correspondence review: LEPC Minutes (June 2017) BHC Predatory Animal Control District Minutes (May 2017) Bonds: T. Lundberg-Lovell Rec. Board (\$5,000); J. Kummerfeldt- Emblem Cemetery Dist. (\$1,000); D. Wambeke-Town of Lovell (\$50,000); D. Russell- North Bench Drainage Dist. (\$10,000)

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
September 5, 2017

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