

## 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 4, 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 Hyde. The agenda was presented, a **motion** was made by Craft to accept the agenda, the motion was seconded and carried

Willie Bridges-B.H.C. Engineer and Road & Bridge: Bridges reported that he had received a call regarding a concern with the intersection of Lane 13 and Road 11 that included a request for a four way stop instead of the existing two way to reduce speeding in the area. Bridges reported that common opinion and national standards indicate that stop signs should not be used to regulate speed. Hyde shared that this isn't the first time this concern has been presented in recent years and that he was in favor of the change to remove some safety concerns. Craft shared that she is in favor of Bridges recommendation because of the national standards he cited and concern with setting a precedence that isn't realistic. There was discussion that additional patrols might eliminate some of the concern. Sheriff Blackburn reported that dynamic policing is necessary to increase compliance and that many areas in the county would benefit from that response however additional patrols are not possible with current staffing levels. Bridges reported that traffic counts in various areas of the county are planned as soon as state equipment is available. Bridges reported that chip sealing has been done and striping will follow as soon as possible. The project this year was approximately 15 miles and will total about \$220,000. Bridges reported he and Hovey met and made a plan to alleviate some of the safety concerns shared by Mr. Jones at the previous meeting on the road going to Wardell and Harrington reservoirs. Bridges reported that the Coroners building has begun and sewer locates have been done noting the absence of a manhole in the area. Bridges shared that the town of Basin doesn't seem willing to take responsibility for the manhole installation or the existing sewer line. Bridges reported a clean out in the needed area would run about \$1500 and a manhole would run \$4,000. Carrizales suggested that attendance at a town meeting might be helpful. Bridges and Craft will schedule a visit with the Mayor. Bridges reported that the courthouse security project plans will be ready for a finalization committee meeting with in a week.

Hovey reported on work completed and the efficiency of the new mower and tractor. Carrizales shared that he had received a phone call about some north end roads not being graded/bladed as often as residents believed necessary. Wambeke reported that this is the time of year blading is hard due to dryness and dust creation noting that they try to blade when there is some moisture. Hovey asked the Commission for advice regarding smoking in the R & B equipment. There was discussion regarding equipment being considered the same as county facilities and the need for a policy to be consistent. The policy will be reviewed by both foreman. The new road and bridge policy document was discussed and Bridges asked for final comments soon so that the process can move forward. Comments will be finalized by the September 18<sup>th</sup> meeting. Hyde moved to send the letter as presented to land owners on the intention to remove the cattle guard on Road 18. The **motion** was seconded and carried. Hovey and Bridges will set the new permit boundary at the Table Mountain pit to be ready for crushing operations this winter.

Hovey and Wambeke presented access permits for Lane 8, Lane 26 ½ and Road 5 recommending approval of all three. A utility permit for Road 8 was also presented and recommended for approval. Craft moved to approve all four permits as presented, the **motion** was seconded and carried.

Smallwood presented Resolution # 5 for the Antelope Butte Foundation proposal to the Wyoming Business Council. Carrizales shared his concerns with the County being responsible and liable for this funding and the equipment it will purchase as well as unnecessary county involvement in a business. Hyde shared his views that this is a positive for the Community, his belief that it will be successful as demonstrated by the amount of

support they had generated to date, and the fact that the county had supported WBC business grants of this type in the past. Craft pointed out that the year round use is an additional positive over previous operation of the ski area and that in forest service meetings she has attended the agency is also very positive about the reopening of Antelope Butte ski area. Hyde moved to approve the resolution authorizing the sponsorship of the Antelope Butte Foundations proposal to the Wyoming Business Council. The **motion** was seconded by Craft. Carrizales called for discussion and reiterated his belief that County tax payers should not be tied to the risk of this business and project. The motion was carried.

Carl Meyer – Airport Manager: Meyer was not attendance. Ford Ross of GDA reported that the SRE building project is moving along. Ross presented a document that assigns the airport generalized agreement from GDA to T.O., the company they have merged with. Ross highlighted that all of the staff and relationships with Big Horn County will remain the same. Craft moved to approve the assignment document as presented, the **motion** was seconded and carried. There was discussion about the WASIP process and some of the 100% grant funding that may be available for application in October.

Bob Bole- Cowboy Reality: Bole presented the Commission with a document summarizing the amenities and specification of the REA building located in Basin. Carrizales asked Boles to give an overview of the property being offered for sale. Boles shared that the REA property is listed for \$190,000. Carrizales shared the county would like to provide an offer amount for consideration. Carrizales requested clarification on the office furniture remaining in the building. Bole stated that the business manager indicated everything remaining will stay. Carrizales shared that the county appreciates the relationship REA has with the community and its commitment to helping and stated that the Big Horn County Commission would like to make an offer of \$120,000. Boles presented a draft offer agreement that will be reviewed by the County Attorney before action is taken.

Angela Parker- Land Planning: Parker reported on Land Planning activities. Parker submitted an application to attend FEMA floodplain management training in February. By consensus the Commission agreed to her attendance and signed the application. Parker reported that The Planning and Zoning Commission asked for direction regard the priority of project that should guide their work. Discussion determined the Commission would like to know the priorities P & Z and the Land Planner see, Parker will discuss this with P & Z and report back. Hyde asked if the NRMP steering committee should be involved in getting the NRMP process moving forward now that the County had committed funding in this budget year. Discussion determined that the Commission will contact Y2 consulting regarding the possibility completing the work that was begun. Hyde asked Parker to review the draft road policy and give any feedback as the project moves forward.

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 57.85, AC ELECTRIC LLC 3,220.44, ALTITUDE IMAGING 60.00, ANESTHESIA PARTNERS OF MONTANA 1,633.22, BASIN REPUBLICAN RUSTLER 261.00, BASIN REPUBLICAN RUSTLER 80.00, BIG HORN CO-OP MARKETING ASSN 1,157.62, BIG HORN CO-OP MARKETING ASSN 302.33, BIG HORN CO-OP MARKETING ASSN 276.94, BIG HORN CO-OP MARKETING ASSN 325.25, BIG HORN CO-OP MARKETING ASSN 201.82, BIG HORN COUNTY SOLID WASTE DIST. 41.30, BIG HORN ENGRAVING & SIGN 42.02, TIMOTHY BECK 150.29, BIG HORN RADIO NETWORK 1,244.40, BIG HORN RURAL ELECTRIC CO. 605.82, BIG HORN COUNTY WEED & PEST CONTROL 440.00, BLAIR'S MARKET 26.25, BLUE360 MEDIA 448.46, NELSON BOS 15.00, CANON FINANCIAL SERVICES 134.86, CARDINAL HEALTH 110 LLC 4,697.84, CARQUEST AUTO PARTS 2,673.86, JANE CHAVIRA 26.16, CENTURY LINK 38.51, CENTRAL DRUG SYSTEM 7.00, COMMERCIAL SERVICE HVAC,INC 16,000.00, COVENANT INSURANCE GROUP INC. 1,975.00, CHARTER COMMUNICATIONS 111.62, TOWN OF COWLEY 140.10, CUSTOM DELIVERY SERVICES, INC. 32.09, CUSTOM GARAGE DOOR LLC 235.00, DOUBLE D LIVESTOCK, LLC 330.00, EAGLE OF CODY 18.00, E&M HEATING & A/C, INC. 452.23, EASTERN RADIOLOGICAL ASSOC PC 101.00,

FAIRBANKS MEDICAL CONSULTING, PC 800.00, FIRE PROTECTION DISTRICT #4 291.72, FIRE PROTECTION DISTRICT #4 615.62, FORESTRY SUPPLIERS INC 449.66, GRETCHEN GASVODA KELSO 433.30, GDA ENGINEERS 37,187.85, GRAINGER 413.00, GREYBULL CHAMBER OF COMMERCE 1,000.00, HD FILTERS LLC 35.72, STEFAN F & TRACY A HARPER 943.71, JEFFRIES DENTAL, PC 421.00, JOHN R. HALEY IV 1,002.41, KEELE SANITATION 155.00, LAIRD SANITATION 610.00, BECKY A. LINDSEY 1,670.00, LOVELL CHRONICLE 1,008.00, LOVELL CHRONICLE 32.00, LOVELL BUILDING CENTER 30.80, LYNDSEE CHAMBERS 74.89, MAYES BROTHERS LLC 393.73, SARAH N. MILES 150.00, KRISTY MICHAELS 30.85, MINCHOW'S SERVICE 5,497.56, MURDOCH OIL, INC. 1,026.10, NORMONT EQUIPMENT COMPANY 269.94, NORTH BIG HORN SENIOR CITIZENS 750.00, NORTHWEST SPECIALTY SALES CO. 1,190.71, O'REILLY AUTO PARTS 472.48, THE OFFICE SHOP, INC. 1,011.26, HOMAX OIL SALES INC. 144.79, PARK COUNTY CLERK 36.26, JEROME POUSKA 15.00, PUBLIC DEFENDER 450.00, SABRINA PHILPOTT 17.99, QUILL CORPORATION 504.50, RED APPLE SUPERMARKET 85.91, ROCKY MOUNTAIN POWER 2,035.70, RURAL FIRE PROTECTION DIST. #1 670.69, RURAL FIRE PROTECTION DIST. #2 841.50, ROCKY MOUNTAIN INC, LLC 850.50, SHERRI SCHELL 612.00, SAINT VINCENT HEALTHCARE 35,679.58, SELBY'S 565.44, SNELL'S TIRE SERVICE, LLC 109.25, SOUTH BIG HORN COUNTY HOSPITAL 8,400.92, SOUTH BIG HORN SENIOR CITIZENS 916.67, SOUTH BIG HORN SENIOR CITIZENS 281.98, SPENCER FLUID POWER 2,854.42, THOMSON REUTERS - WEST 192.93, TRACTOR & EQUIPMENT CO. 406.64, TRAVELING COMPUTERS, INC. 3,741.39, TW ENTERPRISES, INC. 798.33, TYLER TECHNOLOGIES, INC 165.38, SECURITY STATE BANK 8,346.51, U.S. POSTAL SERVICE POSTAGE-BY-PHON 3,000.00, VALLEY HARDWARE 168.90, LIBERTY E VASTINE 4.46, WAOA WY AIRPORT OPERATORS ASSOC 150.00, WARD LABORATORIES, INC 22.50, WASHAKIE MEDICAL CENTER 444.00, WYONET, INC 2,242.40, WEST PARK HOSPITAL 6,414.00, FRED A. WERNER 132.28, WHEELER'S IGA 36.55, WHITE PARK BROADCASTING 1,852.50, WEX BANK 6,929.40, WYOMING FIRE SAFETY 16.00, WYO DEPT. OF HEALTH 386.00, WYOMING GAS 1,333.85, YELLOWSTONE PATHOLOGY INSTITUTE 28.00, JILL HITZ 23.85, POLECAT PRINTERY 430.39, GREYBULL MOTEL 2,819.88, AIRNAV, LLC 302.00

Shell Town Water Improvement District Petition: Smallwood reported that no public comment had been received regarding the formation petition for the Shell Town Water Improvement District and presented Resolution #4 approving the petition and calling for a formation election at the November 6<sup>th</sup> general election. Hyde moved to approve resolution #4 as presented, the **motion** was seconded and carried.

Howard Johnson –Inberg-Miller: Johnson gave an overview of the application process and Solid Waste Management District's plans for matching funds for the South Big Horn County Landfill closure grant. Johnson stated that new regulations make 25% of the project a loan payable over 20 years interest free. The application is due September 7<sup>th</sup> with the proposal being considered by SLIB in 90 days. Johnson advised that work needs to begin on the 10 year update to the regional solid waste plan and meetings to work with the regional partners will be scheduled. There was discussion that the Solid Waste Board has done an excellent job in planning this work and managing funds to accomplish this work mandated by the DEQ. Hyde moved to approve and support the Big Horn County Solid Waste Districts South Landfill Closure grant application, the **motion** was seconded and carried.

Sheila Paumer – Fair Operation Manager: Paumer reported on the gate fees received for each fair event, discussion determined that the events continue to be successful and changes needed are very minimal. Paumer reported the cause of the large increase in state fair meal ticket reimbursement this year. Discussion determined that Carrizales and Hyde were opposed to the County paying for meal tickets. There was conversation that there should be a limit to the amount the county is willing to pay towards supporting these attendees. Craft requested to see the difference in number of attendee's last year vs this year. Carrizales suggested that the meal ticket assistance be terminated. By consensus the Commission agreed that practice would be terminated

moving forward. Later discussion with G. Gasvoda of UW Extension determined the need would be addressed before fair next year.

Conference call with Bailey Schreiber WCCA-: Schreiber gave an overview of the BLM sage grouse RMP update process that generated the MOU to be considered. Schreiber explained that the BLM RMP's were brought into line with the State's sage grouse management plan. Schreiber said that both the Cody and Worland field office RMPs won't experience large changes. The changes that will effect this area are the some changes to BLM habitat area maps and some mitigation policies will change a bit. Craft asked if this was required. Schreiber stated that the options are no change or to align with the state. Schreiber shared that the process is far enough along other alternatives may not be possible. Schreiber shared that County and WCCA participation has been happening as cooperating agencies from the start of this process and the MOU is just late coming to the counties. Schreiber gave an overview of the NEPA MOU process and timing and desired language that would have been preferable. Schreiber stated she is comfortable with the MOU as presented considering the status of this work. She encourages the county to sign the MOU because it establishes a line of communication and mechanisms for our local input and gives us the opportunity to participate in any challenge to the process. Schreiber gave an update on the status of the environmental impact statement and a draft that may have been sent to the Commission. Carrizales received that draft and will share with the Commission. Comments are required by September 10<sup>th</sup>. Schreiber stated that expedited process mandated by the Federal government is resulting in shorter comment periods and timelines of that sort. Schreiber noted that WCCA is working to get state funds for natural resource management plans to counties. Schreiber will ask if reimbursement to counties would be available if funding was secured. The MOU will be on the September 18<sup>th</sup> agenda for signature.

Fred Werner – Facilities Maintenance: Werner reported on insurance payment for hail damage in the Lovell area giving a breakdown of the planned roof replacement for the Annex as well as possible repairs for the search and rescue building. Discussion determined Fred will continue to work with the Sheriff on S & R building needs and proceed with roof and lighting quotes for the Annex.

Hyde moved for an executive session for contract discussion, the **motion** seconded and carried. The session was adjourned with no action taken.

Bob Decker – Covenant Insurance Group: Decker gave an overview of the health insurance bids received from Blue Cross Blue Shield of Wyoming and Cigna and highlighted the differences and savings generated by a switch to Cigna. There was discussion about the transition process, increased costs and premium adjustments. A motion was made by Hyde to accept the recommendation of the Decker and the Health Insurance Management team to move forward with switching third party administrators for the county health insurance to Cigna, the **motion** was seconded and carried.

Gretchen Gasvoda – UW Extension: Gasvoda shared that the livestock sale was the best in a long time and shared the strategies used to get buyers to attend. Gasvoda reported that 28-30 kids went to state fair this year. Gasvoda shared that there are two kids who have won the food cook off and have the opportunity to go to the national food cook off in Dallas in late September. Carrizales shared with Gasvoda the Commission is not in favor of the state fair student meal tickets because of the rising costs. There was discussion about a limit being set at \$600.00. Hyde suggested that it be a discussion closer to fair next year.

Gina Anderson-BHC Assessor: On behalf of Anderson Gay Cariveau presented mill levy requests for Big Horn County Irrigation Districts and presented the approving resolution. Craft moved to accept the levies as presented, the **motion** was seconded and carried.

Old and New Business: K. Sylvester attended and gave a summary of her offer to assist the county with the needs assessment and strategic plan that will be required for the state prevention funding. Sylvester offered to do the work as an independent contractor. Sylvester shared that the prevention world is fluid and a blue print would be helpful for the person who will manage this work. Sylvester shared that she is committed to making

things move forward positively. Carrizales asked why the contract should be for 6 months and how much Sylvester would charge for this work Sylvester asked for \$2,000 to \$3,000/month. Sylvester suggested the county should ask the state about the allocation formula because it appears other smaller counties received more funding than Big Horn County. Smallwood gave a summary of the standing of the prevention funding application package and requests from the State it be returned soon. Smallwood presented old and new business items and mail. Hyde moved to approve the August 7<sup>th</sup> meeting minutes as presented, the **motion** was seconded and carried. Craft shared her visit with the library consultants and library folks during the evaluation and her discussion with D. Peranteaux regarding an IT assessment for the library system. By consensus the Commission agreed to Traveling Computers begin a review of the library IT needs and services. Hyde shared that the Medicine Wheel meetings will need a replacement when his term is over in December. The next meeting will be in December and one of the Commission members will attend the meeting with Hyde.

Good of the County items: **Financial Statements:** Lori Smallwood-County Clerk (July 2018) **Monthly Report(s) and prepared correspondence review:** Weed & Pest Board Minutes (July 2018), Planning and Zoning Minutes (July 2018), LEPC Minutes (June 2018)**Bonds:** D. Wambeke- Town of Lovell (\$50,000), C. Aagard-Town of Burlington (\$25,000)

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  
September 4, 2018

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