

OFFICIAL COUNTY COMMISSIONS PROCEEDING

NOVEMBER 5, 2019

The Board of County Commissioners met in regular session in the Commissioners Meeting Room of the Sublette County Courthouse on this date at 9:00 A.M. with David Burnett, Joel Bousman, Mack Rawhouser, Tom Noble, Doug Vickrey, Mike Crosson, County Attorney, Clayton Melinkovich, Matt Gaffney, Skylar Wilson, Joy Uford, representing the Pinedale Roundup, and Carrie Long, County Clerk, present.

Chairman Burnett led those present in the Pledge of Allegiance.

It was moved by Commissioner Bousman, seconded by Commissioner Rawhouser to approve the Agenda as presented. Motion carried.

The minutes of the regular meeting on October 14, 2019 were approved and ordered filed on motion by Commissioner Noble, seconded by Commissioner Vickrey. Motion carried.

Billy Pape, Road & Bridge Superintendent, updated the Board on recent activities.

Mike Jackson, representing Rio Verde Engineering, met with the Board to discuss the current Schedule A project, The Clark Draw / Sandy Marshall Maintenance Project. Jackson stated he had put out a request for proposal with a mandatory project drive through on October 31. He said 8 of 11 contractors notified participated in the drive through. Jackson stated a question had been presented about whether or not bonding would be required on this project. He stated the forest service was not requesting a bond. Commissioner Noble stated he would be more comfortable with one final pay upon completion of the job if the companies were not required to be bonded.

Matt Gaffney, County Administrator, met with the Board to review several topics. Gaffney presented a letter to the Board from the Wyoming Stock Growers Association and the Wool Growers Association to Wyoming's Congressional delegation regarding grazing allotments. Gaffney asked direction from the Board on whether they would care to draft a similar letter. Commissioner Bousman expanded on the discussion adding the State of Wyoming allows sheep grazing but the Forest Service does not. He said the letter would encourage the two entities to align their plans more closely. Gaffney was instructed to write a letter on behalf on the Board and circulate for their review.

Gaffney presented the Board with a proposed revision to the County Employee Handbook changing the point of contact for employee complaints from the County Attorney and County Clerk to the County Administrator, or in the alternative if a conflict exists with the Administrator, with the County Clerk. It was moved by Commissioner Noble, seconded by Commissioner Vickrey to accept the proposed change. Motion carried.

Gaffney presented the Board with a proposed resolution regarding statewide consolidation of Workers Compensation. Commissioner Rawhouser stated the resolution had been discussed at the recent Wyoming Association of County Officers' meeting. The Board instructed Gaffney to find out more about the proposal and update the Board closer to the February 1 deadline.

KC Lehr, Sheriff, met with the Board to discuss several items. Lehr informed the Board the county is facing an increase in the number of feral and stray cats. He explained to the Board there were a number of options in dealing with the increased population and requested direction from the Board on their preference or for him to use his discretion. The Board instructed Lehr to use his discretion.

Lehr explained to the Board, Emergency Coordinator, Jim Mitchell had applied for and been awarded a 100% reimbursable State Homeland Security Grant for the purchase of livestock panels. The livestock panels are portable and will be used to temporarily house livestock in the event of an emergency and will be shared with neighboring counties. It was moved by Commissioner Bousman, seconded by Commissioner Rawhouser to accept the \$22,000 grant and move forward with the purchase of the panels. Motion carried.

Lehr present a proposal for the addition of a flex time policy for non-exempt employees to the County Employee Handbook. After discussion, the Board made no action on the proposal.

Michael Christie, Information Technology Coordinator, met with the Board to request approval of expenditure from the Unforeseen line item for upgrade to retrofit patrol vehicles with docking stations. Christie was instructed to proceed with the purchase.

Shad Cooper, Fire Warden, met with the Board to discuss the sale of Engine 111. He stated he had received an offer from Grant County Fire District, No.5 in the amount of \$65,000. It was moved by Commissioner Noble, seconded by Commissioner Rawhouser to accept the offer. Motion carried.

Cooper also advised the Board the Fire Department has an excess inventory of two duce and ½ trucks. He stated one truck is leased and he requested permission to return that truck to the State Forestry. He said the second truck is not leased and requested permission to put it up for sale. Cooper was instructed to proceed with both.

It was moved by Commissioner Noble, seconded by Commissioner Bousman to recess to Executive Session pursuant to W.S. 16-4-405(a)(ii), to discuss personnel. Motion carried.

The Board reconvened as the Board of County Commissioners. It was moved by Commissioner Noble, seconded by Commissioner Bousman to extend FMLA leave for an employee for medical reasons.

It was moved by Commissioner Noble, seconded by Commissioner Rawhouser to convene as the County Board of Equalization. Motion carried.

Tracey Hoover, Deputy County Clerk, met with the Board to advise them of a tax protest received on October 17. It was moved by Commissioner Noble, seconded by Commissioner Rawhouser to dismiss the protested based on the fact it was not timely received. Motion carried.

It was moved by Commissioner Vickrey, seconded by Commissioner Rawhouser to adjourn as the County Board of Equalization and reconvene as the Board of County Commissioners. Motion carried.

It was moved by Commissioner Bousman, seconded by Commissioner Rawhouser to approve Accounts Payable. Commissioner Vickrey questioned a voucher in the amount of \$16,340 to Forsgren Associates for electrical design for the Daniel Fire Station. The Board instructed County Clerk, Carrie Long, to remove the voucher from A/P for further discussion with Fire Warden, Shad Cooper. It was moved by Commissioner Noble, seconded by Commissioner Rawhouser to approve Accounts Payable as amended. Motion carried.

ABS ARCHITECTURAL 791.80 / ACE EQUIPMENT & SUPPLY 1,080.00 ADAMSON POLICE PRODUCTS 113.93 / AIR RESOURCES HELICOPTERS, INC. 27,047.50 IAN ALLEN 140.40 / ALLIANCE PHYSICAL THERAPY, LLC 840.00 ALTITUDE DRUG LLC 502.71 / AMAZON CAPITAL SERVICES 299.97 / AMAZON 1,787.80 AMERICAN EQUIPMENT, INC. 2,100.60 / AMERICAN SAFETY & HEALTH INSTITUTE 100.90 REBECCA ANDREWS 125.00 / ARROWHEAD FORENSICS 222.90 / ASPEN TRAVEL 1,310.00 A TO Z HARDWARE 833.91 / AT&T 70.49 / MARYLISA BAXLEY 21.01 BELVEAL'S SIGNS 50.00 / BELVEAL'S BODY SHOP 1,000.00 / BELVEAL'S TOWING 100.00 TRAVIS BING 250.45 / BLACK MOUNTAIN RENTALS INC 126.87 BLACK STONE SPORTS INC. 218.20 / BOB BARKER COMPANY, INC. 1,006.25 BOMGAARS 937.36 / JOEL E. BOUSMAN 606.00 / BRENT A BLUE, M.D. 264.00 BUCKY'S OUTDOOR, L.L.C. 64.68 / ROBIN CARNES 20.30 / CENTURYLINK 23,733.64 CENTURYLINK 2,611.80 / CENTURYLINK 1,300.00 / MICHAEL CHRISTIE 115.98 CNA SURETY 50.00 / CONRAD & BISCHOFF INC. 41,711.93 CONTROL SOLUTIONS, INC. 160.00 / COOPER, SHAD 97.76 / CORRAL BAR & GRILL 33.00 COUNTRY LANE GAS & GROCERIES 99.43 / COURTYARD MARRIOTT - CASPER 470.00 DAVIS & CANNON, LLP 175.00 / DAVES ELECTRONICS 15,312.01 DELL MARKETING LP 19,295.19 / DENNIS SUPPLY COMPANY 896.54 DEPARTMENT OF HEALTH 49.00 / DEPARTMENT OF HEALTH 377.92 WY DEPT OF TRANSPORTATION 5.00 / DEPARTMENT OF FIRE PREVENTION 1,080.03 DIRECTV 131.98 / DJ'S GLASS PLUS 853.22 / DOLAN CONSULTING GROUP LLC 95.00 DOMINION ENERGY 2,190.56 / DEPT OF WORKFORCE SERVICES 24,327.63 ROBERT DOYLE 4,020.00 / DUSTBUSTERS, INC. 51,079.17 / E & L MOTORS, INC. 170.25 EAGLE UNIFORM & SUPPLY CO. 323.02 / EATON CORPORATION 3,621.00 EMBASSY SUITES 1,348.80 / TADD ESSINGTON 129.57 / F.B.MCFADDEN WHOLESALE 201.60 FIRE ENGINEERING COMPANY 19,457.00 / FLEETPRIDE 255.76 FORSGREN ASSOCIATES INC. 3,085.00 / FLOW RIGHT PLUMBING AND HEATING 912.60 GALLS, LLC 1,386.94 / WIL GAY 384.00 / SHANNON GEHLHAUSEN 90.79 GET WESTERN ELECTRIC LLC 6,871.89 / GLACIER 2 GROUNDWATER 150.00 GLAXOSMITHKLINE

PHARMACEUTICALS 1,440.60 / HILLARY GRAHAM 825.00 TYSON GULBRANDSON 1,063.35 / HAMPTON INN - RIVERTON 192.00 SPENCER HARTMAN 101.19 / HIGH COUNTRY BEHAVIORAL HEALTH 2,077.20 HELEN HEGARDT 1,041.67 / HENRY SCHEIN INC. 332.70 HK CONTRACTORS, INC. 446,376.18 / HOBACK LAW LLC 1,930.75 HOLLAND EQUIPMENT COMPANY 3,998.93 / HONNEN EQUIPMENT CO. 3,619.48 TY HUFFMAN 1,062.25 / HUGHES ENTERPRISES INC 900.00 / LAILA ILLOWAY 25.03 INTERNATIONAL ACADEMIES OF 50.00 / INTERSTATE BATTERIES OF 1,362.45 DAVE LANKFORD 75.40 / JANNA LEE 1,330.68 / LITTLE AMERICA 930.00 LMT INC. 10,842.50 / LOS CABOS 87.90 / M & M TRANSFER INC. 18,167.30 ANDREW MACKENZIE 22.57 / MCKESSON MEDICAL SURGICAL 788.10 / MMSGs 361.84 MORNING STAR PHOTOGRAPHY 279.50 / MOTOROLA SOLUTIONS, INC. 3,715.12 MOUNTAIN STATES LEGAL FOUNDATION 5,000.00 / JASPER MUNNS 139.65 MOUNTAIN WEST ELECTRIAL SERVICES, 150.00 / OBO'S MARKET & DELI, LLC 72.10 OFFICE DEPOT 131.76 / OFFICE OUTLET 79.87 PUBLIC AGENCY TRAINING COUNCIL 375.00 / PERFORMANCE TECH, LLC 827.18 MIKE PETTY 1,350.00 / PETERBILT OF WYOMING 21,040.45 PREVENTIVE HEALTH AND SAFETY 291.00 / PINEDALE GLASS & MORE 290.00 PINEDALE NATURAL GAS CO. 8,065.78 / PINEDALE ROUNDUP 43.00 PLAINSMAN PRINTING & SUPPLY 382.87 / POCKET PRESS, LLC 341.62 PORTER LEE CORPORATION 465.80 / PROACTIVE PHYSICAL THERAPY 417.00 PRAXAIR DISTRIBUTION INC 48.92 / PREVENT FIRE LLC 1,135.00 PREMIER SITE DEVELOPMENT, LLC 78,258.12 / PUBLIC SAFETY CENTER 154.52 QUILL CORPORATION 2,983.15 / RENDEZVOUS POINTE 8,864.00 RESPOND FIRST AID SYSTEMS 56.51 / RIDLEY'S FAMILY MARKETS 240.80 RIVERA LODGE 252.00 / ROCKY MOUNTAIN POWER 6,759.62 ROCKY MOUNTAIN YETI PINEDALE 72.00 / ROCK SPRINGS WINNELSON 4,151.47 RR DONNELLEY 319.69 / RURAL FIRE MEETING - CODY 450.00 / SAFV TASK FORCE 596.31 SANOFI PASTEUR 11,966.05 / JENESS SAXTON 515.72 / DAVID SCHULTZ 80.38 SCOTT, TRISHA 438.80 / SUBLETTE COUNTY PREDATOR BOARD 5,068.72 SUBLETTE COUNTY RURAL HEALTH 3,553.91 / SECRETARY OF STATE 30.00 RAYMOND E. SELBE 950.00 / SHADOW MOUNTAIN WATER OF WY 532.00 SIRCHIE FINGER PRINT LABORATORIES 1,399.51 / MEGAN SMITH 119.40 SPRINGHILL SUITE - CHEYENNE 940.00 / STEAMED UP LLC 2,535.22 STITCHIN POST 742.00 / SHAWN STREETER 235.55 / SUBLETTE CENTER 40,000.00 SUBLETTE EXAMINER 43.00 / SUBWAY #28655-O 38.00 SWEETWATER COUNTY CLERK 35,227.23 / SW SUBLETTE PIONEERS 36.00 TEAM LABORATORY CHEMICAL CORP. 1,089.50 / TELETRACTORS, INCORPORATED 143,110.94 THOMSON REUTERS-WEST 1,669.41 / THE TIRE DEN, INC. 1,076.88 THE MASTER'S TOUCH, LLC 200.24 / TODD R. LIEBELT 153.59 TROPHY CREATIVE LLC 25.75 / UNION TELEPHONE 1,223.67 / CAT URBIGKIT 8,000.00 VERIZON WIRELESS 1,256.40 / WAXIE SANITARY SUPPLY 633.36 WAZITECH TECHNICAL SOLUTIONS 71,451.15 / WEIDNER FIRE 2,216.42 WESTERN FIRE CHIEF'S ASSOCIATION 575.00 / WEX BANK 673.03 WILLIAMS AUTOMOTIVE INC. 101.05 / WINSUPPLY ROCK SPRINGS WY CO 29.52 WYOMING STATE FIRE ADVISORY BOARD 300.00 / WYOMING MACHINERY COMPANY 23,312.16 WYOMING STATE BAR 1,065.00 / XYLEM DEWATERING SOLUTIONS, INC. 1,325.00

It was moved by Commissioner Rawhouser, seconded by Commissioner Bousman to approve October 31, 2019 payroll in the amount of \$997,518.21. Motion carried.

Emily Paravicini, Treasurer, requested approval of a Bond for Zachary Noble, Treasurer, of the New Fork Lake Irrigation District. Commissioner Bousman made a motion to approve the Bond, Commissioner Rawhouser seconded. Motion carried with Commissioner Noble abstaining from the vote.

Old Business:

Commissioner Vickrey said he had attended a meeting regarding a water discussion.

Commissioner Noble said he attended the same meeting and had also sat in on discussion with the County Attorney regarding possible litigation.

Commissioner Bousman said he attended a forest collaborative meeting on October 17 to discuss the good neighbor project. He also said he had been invited to attend a meeting in the future with the Forest Service and serve on a panel with discussion about how to improve the working relationship between Forest Staff and grazing permit recipients.

Commission Rawhouser had nothing to report.

Chairman Burnett had nothing to report.

Dennis Fornstrom, Planning & Zoning Administrator, met with the Board to request a Zoning District Boundary Change. The application from Daniel & Sharon Smitherman requests a Change of Zoning District Boundary pursuant to Chapter VIII, Section 2, of the Sublette County Zoning and Development Regulations. This application proposes a Change of Zoning District Boundary for Lot 1, of the Wells Lot Division. The 10.00-acre parcel is currently zoned (R-R) Rural Residential, this application proposes to Change the Zoning District to (RR-10) Rural Residential 10 Acre Zoning. The applicant is requesting this Change in Zoning in order to make the zoning of said lot compatible with the existing zoning of the surrounding subdivision lots. It was moved by Commissioner Bousman, seconded by Commissioner Rawhouser to grant the Zoning District Boundary Change. Motion carried.

Fornstrom also presented a Request for Minor Subdivision from Ian Schroth. Schroth is proposing a Minor Subdivision pursuant to Chapter XII, Subchapter V, of the Sublette County Zoning and Development Regulations. This application proposes the subdivision of Lot 19-1, of the Hoback Ranches Subdivision, Sheet 12 of 13, Schroth Amendment, a 39.01 ac. parcel to create two (2) lots ranging in size from a 14.16 ac. and 24.85 ac. It was moved by Commissioner Bousman, seconded by Commissioner Rawhouser to approve the Minor Subdivision. Motion carried.

Fornstrom presented a Request for Conditional Use Permit and Variance. LR. Communications & Chad Kuhn are requesting a Conditional Use Permit and Variance pursuant to Chapter VI and Chapter V of the Sublette County Zoning and Development Regulations. These applications propose a Conditional Use Permit to construct a Public Wireless Internet / Communication Tower to better serve the Barger / Big Country Ranches Area. The second application proposes a Variance to the allowable height restriction within the (RR MH 10) Rural Residential Mobil Home 10-acre Zoning District. The Maximum Building Height in the RR MH 10 Zoning District is 30 foot, the proposed tower structure will be 40 foot in total height. The property affected by these applications is described as Lot 49, Big Country Ranches Second, Unit B, located at 27 Mark Circle. It was moved by Commissioner Bousman, seconded by Commissioner Noble to approve the Permit and Variance. Motion carried.

Fornstrom presented a Request for Conditional Use from Freddie Botur that was previously tabled. Botur, FBNF Limited Partnership requesting a Conditional Use Permit within the Agricultural Zoning District to allow for a Guest Ranch / Outfitters, and Bed and Breakfast to be allowed on property located within Section 23, T32N, R114W, of the 6th pm, Sublette County, Wyoming. This parcel is known as the Beecher Place, and is located at 183 North Beecher Creek. It was moved by Commissioner Rawhouser, seconded by Commissioner Noble to grant the Request for Conditional Use. Motion carried.

Fornstrom and Scott Scherbel presented a legal description for the property around Bondurant Fire Hall to the Board for approval. Commissioner Rawhouser made a motion to approve the legal description, Commissioner Vickrey seconded the motion. Motion carried. Scherbel explained to the Board the approved legal description would be attached to the current forest service lease.

Kelly Crane, Director of University Wyoming Extension, met with the Board to update on recent events. He stated the current Sublette County 4H Educator had submitted a resignation effective December 31, 2019. He stated that with the Board's direction, he would proceed with the process of filling the position. Chairman Burnett instructed Crane to proceed. Crane explained to the Board the process would probably be concluded in February.

Clint Gilchrist, representing the Preservation Board, met with the Board to discuss listing Big Sandy Lodge and associated buildings on the National Register. It was moved by Commissioner Bousman, seconded by Commissioner Noble to approve the grant application. Motion carried.

Mike Crosson, County Attorney, and KC Lehr, Sheriff, met with the Board to discuss Title 25 procedure. Crosson explained there had been recent confusion about current procedures but the departments had worked through issues and had an understanding of an acceptable working plan. Lehr explained one issuing remaining was having a current contract with an acceptable gatekeeper. Chairman Burnett instructed Lehr to work with the entities in Jackson to secure and acceptable contract.

Jim Washam, citizen, met with the Board to request funding for 2 additional slabs for the VFW memorial. He stated the current slabs have run out of room for additional names. Chairman Burnett explained to Washam the Board is willing to move forward with the request but would rather wait until the next budget

cycle in order to plan for the expenditure and to give Washam an opportunity to see if the Town of Pinedale had interest in participating in the purchase.

There being no further business the meeting was adjourned at 2:40 P.M.

BOARD OF COUNTY COMMISSIONERS
SUBLETTE COUNTY, WYOMING

/s/ David Burnett, Chairman

Attest:

/s/ Carrie S. Long, County Clerk