

OFFICIAL COUNTY COMMISSIONERS PROCEEDINGS

TUESDAY, April 2, 2019

The Board of County Commissioners met in regular session in the Commission Room of the Sublette County Courthouse in Pinedale, Wyoming on this date at 9:00 A.M. with David Burnett, Mack Rawhouser, Tom Noble, Doug Vickrey, and Joel Bousman present. Also present were Matt Gaffney, Jay Brower, Brianne Brower, Billy Pape, Miles Anderson, Holly Daab representing the Pinedale Roundup, and County Clerk Carrie Long.

Chairman Burnett led those present in the Pledge of Allegiance. The minutes of the preceding regular meeting of March 19, 2019 were approved and ordered filed on motion by Commissioner Vickrey and seconded by Commissioner Rawhouser. Motion carried unanimously.

Chairman Burnett adjusted the Agenda with the deletion of the USFS Special Use Permit at 10:15, the deletion of the Conservation Fund – 2018 Tax Appeal and the addition of Old Business at 11:30 after Public Comments. Commissioner Noble made a motion to approve the adjusted Agenda, Commissioner Rawhouser seconded the motion. Commissioner Bousman asked that Billy Pape be added to every agenda at 9:00. Motion carried unanimously.

Jay Brower, Fairgrounds Manager updated the Board on Fairgrounds activities. Jay explained the fire suppression malfunction in December and February and the events surrounding its failure. He said he had documented the incidents and will keep the Board informed as the situation is resolved.

Jay also informed the Board the roof for the Event Center is going to be replaced. He said the roof has been painted 3 times and is peeling again. The insurance company won't authorize another painting and because it is still under warranty, will be replaced. Commissioner Noble asked the Board their opinion on involving Forsgren. Chairman Burnett stated he did want Forsgren to monitor the installation and instructed Jay to contact Todd Hurd.

Jay stated this is the last year of housing the school busses. He stated the storage has been an extra source of revenue and was wondering if the Board would be interested in using part of the Event Center as winter storage for public vehicles. He stated that some other fairgrounds have this service and he could pursue researching MOUs and contracts the County could mirror if desired. After discussion, Commissioner Rawhouser suggested waiting to see what the public has to say and find out if the citizens feel such action would be a service or view it as competing against private enterprise.

Jay asked the Board for signature on the Notice of Award for the Stall Cover. Commissioner Bousman made a motion to award the bid for the Stall Cover to Supreme Building Systems in the amount of \$94,500.00. Commissioner Noble seconded the motion. Motion carried unanimously.

Commissioner Rawhouser asked Jay to explain the bleacher situation. Jay said the bleacher rental agreement requires sharing bleachers with other entities in Wyoming and Idaho in exchange for use of canopies during the Fair. The transportation of the bleachers is reimbursed to the county. Jay said he makes the bleachers available to Sublette County entities and does not require reimbursement for the transportation and set up. Chairman Burnett said the entities should be required to sign a contract when using the bleachers. Matt Gaffney said he would create a contract for Jay to use.

Shad Cooper, Fire Warden, met with the Board to review two agreements. The first was the Annual Operating Plan which includes a provision allowing Sublette County firefighting resources to leave the County if necessary. Commissioner Bousman made a motion to adopt the AOP, Commissioner Noble seconded the motion. Motion carried unanimously.

Shad also present the Fire Supplemental Project Agreement between the County and the USDA, Forest Service for approval. Commissioner Noble made a motion to approve the Agreement, Commissioner Noble seconded the motion. Motion carried unanimously.

Sheriff KC Lehr joined Shad in order to update the Board regarding the discussion with the Wyoming Department of Environmental Quality at the last meeting. Sheriff Lehr stated the citizens do sometimes call Dispatch when they burn slash piles but not always. Sheriff Lehr stated his department can recommend to citizens to refrain from burning during Ozona Action days but there was no authority to enforce the restriction.

Billy Pape, Road and Bridge Supervisor, met with the Board to update on department activities. He stated the sale of the leftover surplus had a glitch in that one of the bids got lost prior to the award of the items. He stated item # 171 should have been awarded to Randy Bolgiano in the amount of \$726.00. Commissioner Noble made a motion to reassign #171 to Randy Bolgiano, Commissioner Rawhouser seconded the motion. Motion carried.

Mike Jackson, Eric Sackett and Mark Eatinger representing Rio Verde Engineering, presented the Board with Partial Extinguishment of Easement. Commissioner Bousman made a motion to accept the Partial Extinguishment of Easement New Fork-Willow Creek County Road 23-120, Commissioner Rawhouser seconded the motion. Motion carried.

It was moved by Commissioner Noble and seconded by Commissioner Bousman to recess the meeting for an Executive Session with Billy Pape, Mike Jackson, Eric Sackett, Mark Eatinger and Klief Guenther representative of High Meadow Ranch Home Owners Association pursuant to W.S. 16-4-405(a)(vii) to discuss real estate.

It was moved by Commissioner Bousman and seconded by Commissioner Noble to reconvene the meeting. The motion carried.

It was moved by Commissioner Noble and seconded by Commissioner Vickrey to purchase Lot 97, Block 4 of the Barger Fourth Subdivision for \$15,000 from the High Meadow Ranch Home Owners Association. Motion carried.

KC Lehr, Sheriff, met with the Board to review department activities and renew Contracts for Law Enforcement services with Big Piney, Marbleton, and Pinedale for Law Enforcement services. Commissioner Noble made a motion to accept the Contracts, seconded by Commissioner Rawhouser. Commissioner Bousman asked Sheriff Lehr about the cost to the county to provide this service. Sheriff Lehr said he did not have the exact numbers but the savings to the towns was significant. Chairman Burnett stated he would like to see this contribution to the towns reflected in the State of the County report. Commissioner Bousman said he would like to see these amounts reflected as an addendum to the contracts.

Sheriff Lehr also updated the Board on the status of the HMPG grant. He stated last Friday, March 29, was the deadline for the submission of the grant. He said he had found out on Friday the County would be responsible for a number of assurances that no County employee had the expertise to attest to. Sheriff Lehr stated Melinda Gibson with Homeland Security will review the grant as submitted but without the signatures on the assurances, it would not be processed. Matt suggested the Sheriff talk to Ms. Gibson regarding the possibility of a different grant that doesn't expose the County to as many risks.

Zoe White, representing SAFV Taskforce, met with the Board to request April be designated Sexual Assault Awareness Month. Commissioner Bousman made a motion to pass the Resolution, Commissioner Rawhouser seconded the motion. Motion carried. Chairman Burnett read the resolution to those present.

In accordance with the public notice published in the Pinedale Roundup on March 29, 2019, public hearing was held for the transfer of funds in the amount of \$1,372,107.56, from the following accounts: Unanticipated General Fund Revenue, \$218,736.32; Depreciation Reserve- Ag & Fair Capital \$15,000.00; Depreciation Reserve - communications & IT \$30,000.00; County Commissioners - New Vehicle Reserve, \$10,100.00; Assessor-New Vehicle Reserve, \$6,000.00; Recycling - Equipment Reserve, \$5,000.00; Planning & Zoning - New Vehicle Reserve, \$1,500.00 Detention - New Vehicle Reserve, \$12,000.00, Communications-Equipment Reserve \$20,000.00; Law Enforcement - New Vehicle Reserve \$150,000.00; Search & Rescue - New Vehicle Reserve, \$16,000.00; Search & Rescue - ATV, Snowmobile Reserve, \$15,000.00; Search & Rescue - Dive, Swiftwater Reserve, \$2,000.00; Coroner- New Vehicle Reserve, \$7,750.00; Road & Bridge - Heavy Equipment Reserve, \$500,000.00; Waste Management - Equipment Reserve, \$50,000.00; Emergency Management - New Vehicle Reserve, \$20,000.00; Emergency Management - Small Equipment Reserve, \$25,000.00; Extension - New Vehicle Reserve, \$2,000.00; Fairgrounds - New Vehicle Reserve, \$10,000.00; Extension - 4H Expense, \$166.00; Maintenance - Medical Expense; \$140.00; Law Enforcement - Medical Expense, \$240.00; Detention - Medical Expense, \$80.00 Unanticipated Fire Revenue, \$250,580.24; Fire Warden - Physical Exams, \$4,815.00. To supplement the following funds in the amounts shown: County Health - Health Fair, \$3,415.00; County Health - Vaccine, \$1,860.00; Fairgrounds - Utilities, \$166.00; Fairgrounds - Projects, \$15,000.00; General Fund - Broadband, \$30,000.00; Road & Bridge - Laborer Salary, \$12,586.80; County Attorney - Prosecution & Defense, \$2,141.75; Detention - Training, \$249.00; General Fund - Roosevelt Fire Damage, \$121,360.02; General Fund - Skyline Rocks, \$1,971.00; General Fund - Scholarships, \$2,000.00; General Fund - Hoback Ranches Grant Match, \$63,697.31 Maintenance - Health Care Building; \$16,666.66; Law Enforcement - Criminal Investigation, \$6,852.49; Law Enforcement - Investigation Equipment; \$244.00; Law Enforcement - Office Supplies, \$50.00; Planning & Zoning - Office Supplies, \$12.50; Road & Bridge - County Projects, \$390.00; Road & Bridge - Materials, \$41.21; Road & Bridge - Office Supplies, \$46.96; Road & Bridge - Parts, \$800.00; Road & Bridge - Vehicle Maintenance, \$8,111.12; Treatment Court - Testing / Supplies, \$1,763.30; Equipment Reserve; \$852,350.00; Fire - Wildland Fire Payroll, \$194,197.97; Fire - Wildland Fire Expenses; \$21,732.20; Fire - Apparatus Purchase, \$10,000.00; Fire - Dues / Subscriptions; \$332.01; Fire - Prevention; \$790.47; Fire - Retirement, \$2,910.00; Fire - Utilities, \$369.79. Commissioner Rawhouser made a motion to adopt Resolution No. 19-100356B. Commissioner Noble seconded the motion. Motion carried.

Accounts Payable was approved for payment with a motion from Commissioner Bousman, seconded by Commissioner Rawhouser. Motion carried.

AMERICAN FAMILY LIFE ASSURANCE 4,433.06 GREAT-WEST TRUST COMPANY, LLC 10,655.00 / SUBLETTE COUNTY PAYROLL ACCT. 407.75 JEFFERSON PILOT FINANCIAL INSURANCE 7,994.72 LINCOLN COUNTY CIRCUIT COURT 1,083.20 / 056-NCPERS WYOMING 256.00 NEW YORK LIFE 1,281.81 / SUBLETTE COUNTY PAYROLL ACCT 362,939.06 SUBLETTE CO PAYROLL ACCT 52,684.83 / VALIC 208.82 WYOMING CHILD SUPPORT 1,952.00 / WYOMING RETIREMENT SYSTEM 1,155.00 WYOMING RETIREMENT SYSTEM 91,163.11 / WYOMING RETIREMENT SYSTEM 1,265.99 WYOMING RETIREMENT SYSTEM 75,368.33 / AMAZON 318.57 / A TO Z HARDWARE 18.25 AT&T 49.50 / MELISSA BARTLEY 75.00 / MARLENE BAUMAN 37.43 MARYLISA BAXLEY 13.00 / BELVEAL'S SIGNS 86.00 / BOB BARKER COMPANY, INC. 266.76 BOMGAARS 421.30 / JOEL E. BOUSMAN 1,167.00 / BRIANNE BROWER 215.80 DAVID BURNETT, M.D. 46.40 / CALIBRE PRESS - LIFELINE 318.00 CENTURYLINK 24,601.26 / CENTURYLINK 2,511.40 COMPRESSION LEASING SERVICES, INC. 1,307.81 / CONRAD & BISCHOFF INC. 4,064.50 CRYSTAL INN - MURRAY 226.74 / CTC TECHNOLOGY & ENERGY 9,472.50 D.A. SCREENING 285.00 / DAVIS & CANNON, LLP 1,750.00 DAVES ELECTRONICS 14,222.47 / DAVIS & STANTON 1,001.00 DELL MARKETING LP 9,555.34 / DIRECTV 136.23 DIVE RESCUE INTERNATIONAL INC 1,095.00 / DOMINION ENERGY 2,414.32 ROBERT DOYLE 5,640.00 / EAGLE UNIFORM & SUPPLY CO. 251.28 FASTENAL COMPANY 424.00 / F.B.MCFADDEN WHOLESALE 313.20 FIRE ENGINEERING COMPANY 75.00 / FERRELL GAS 7,675.92 / FLEETPRIDE 686.51 FORSGREN ASSOCIATES INC. 8,676.00 / FRONT RANGE 19.25 / GALLS, LLC 325.66 WIL GAY 109.19 / MONIQUE GENTRY 102.00 / GET WESTERN ELECTRIC LLC 699.45 GLAXOSMITHKLINE PHARMACEUTICALS 1,386.00 / GRAINGER 162.02 STEVE HARRISON 289.81 / HIGH COUNTRY BEHAVIORAL HEALTH 6,939.75 HELEN HEGARDT 1,041.67 / HOBACK LAW 1,000.00 / HONNEN EQUIPMENT CO. 1,941.28 INTERSTATE BATTERIES OF 410.85 / INTERMOUNTAIN LOCK & SECURITY 725.12 JOHNSON COUNTY FIREFIGHTERS 600.00 / J. D. POWER 177.00 JME FIRE & HOIST PROTECTION, INC 845.60 / J. WILCOX SALES COMPANY 5,479.89 STEVE KIPP 975.91 / LINCARE 120.00 / L. N. CURTIS & SONS 14,478.00 LR COMMUNICATIONS, INC. 59.00 / M & M TRANSFER INC. 18,291.40 MERCK AND CO., INC. 5,048.25 / MHL SYSTEMS 16,768.00 / JAMES MITCHELL 146.12 MOORE MEDICAL,LLC 219.31 / NMS LABS 52.00 / OFFICE DEPOT 289.02 OFFICE OUTLET 194.29 / OPTICSPLANET, INC. 2,364.80 / GLENN OWINGS 371.41 PACIFIC STEEL & RECYCLING 58.00 / PETERBILT OF WYOMING 1,991.62 PINEDALE GLASS & MORE 390.00 / PINEDALE NATURAL GAS CO. 15,739.55 PLAINSMAN PRINTING & SUPPLY 1,312.93 / POC NETWORK TECHNOLOGIES 6.00 PRAXAIR DISTRIBUTION INC 856.58 / PREMIER SITE DEVELOPMENT, LLC 125,638.72 QC SUPPLY 2,320.83 / QUILL CORPORATION 878.79 / MACK RAWHOUSER 134.16 RCM HEADSETS 365.00 / REDWOOD TOXICOLOGY LABORATORY 6,200.00 REGISTRATION MAX 500.00 / RENDEZVOUS POINTE 11,823.00 RIDLEY'S FAMILY MARKETS 197.43 / ROCKY MOUNTAIN POWER 23,176.30 ROCKY MOUNTAIN YETI PINEDALE 389.00 / ROCK SPRINGS WINNELSON 1,285.82 S.A.M. SERVICES, LLC 2,934.00 / JENESS SAXTON 59.00 SUBLETTE CTY SCHOOL DIST #1 500.00 / SEMI SERVICE INC. 1,117.37 SPRINGHILL SUITE - CHEYENNE 564.00 / ST. JOHN'S MEDICAL CENTER 3,223.17 SUBLETTE COMMUNICATIONS, INC. 631.50 / SUBLETTE CENTER 35,000.00 SURVEYOR SCHERBEL, LTD. 265.00 / TEGELER AND ASSOCIATES 364,468.00 THOMSON REUTERS-WEST 955.10 / THE TIRE DEN, INC. 764.88 / TRACTOR SALES 264.63 TENNANT SALES AND SERVICE COMPANY 593.65 / ULINE 1,125.40 UNION TELEPHONE 1,192.32 / UNIVERSITY OF WYOMING 8,202.00 / DAN WANFALT 319.31 WAXIE SANITARY SUPPLY 274.87 / WYOMING COUNTY AND PROSECUTING 200.00 WCP SOLUTIONS 4,629.60 / WCTA 90.00 / WY DEPT OF TRANSPORTATION 6.00 WESTERN TIRE RECYCLERS LLC 14,414.00 / WEX BANK 687.63 WOOD ENVIRONMENT & INFRASTRUCTURE 3,008.00 WY STATE FIRE MARSHAL'S OFFICE 75.00 / WESTERN WYOMING COMMUNITY COLLEGE 765.00 WYOMING MACHINERY COMPANY 2,048.55 / WYOMING GARAGE DOOR, LLC 698.00 WYOMING STATE FORESTRY - SHOP 9,683.80 / XEROX CORPORATION 23.14

Commissioner Noble made a motion to approve March 29, 2019 payroll in the amount of \$1,032,298.22. Commissioner Vickrey seconded the motion. Motion carried.

The following abatement petitions and affidavits of abatement of taxes were presented on petition from the County Assessor, Jeness Saxton and the Wyoming Department of Revenue: Chevron USA, Inc. in the amount of -\$460.50; EOG Resources Inc in the amount of -\$18,452.93.

Chairman Burnett opened the floor for Old Business and invited the Clerk, Carrie Long, to address the Board. She stated her office and the Treasurer's office will be requesting to meet with the Board at the next scheduled meeting for approval on consolidating some of the tasks of their staff in order to better serve the public; she said she is reviewing vendors that support e-recording; she is starting the process of getting one of her staff certified in Human Resources; and is looking at different vendors who will support a payroll interface to update payroll to a digital format.

Wendy Bowman, representing Sublette County Rural Health Care District, reported to the Board the District is still addressing its fee schedule, they are scheduling question and answer sessions at Rendezvous Point, and have a Resume and letter of interest in the Physician opening.

Commissioner Rawhouser stated he had nothing to report for old business. Commissioner Noble said he had attended a meeting regarding the Big Sandy Dam & Enlargement and Broadband meetings. Commissioner Vickrey had nothing to report. Chairman Burnett said he had no old business. Commissioner Bousman reported on the follow up from his previous meetings.

Dennis Fornstrom, Planning & Zoning Coordinator met with the Board to request a minor plat amendment and request for change in zoning. Commissioner Bousman made a motion to accept the Request for Minor Subdivision Plat Amendment and Request for Change in Zoning District Boundary. Commissioner Noble seconded the motion. Motion carried.

Tom Peters, representing Pinedale Community Food Basket, met with the Board to update them on the store staircase project. He stated the current staircase is not ADA compliant and the Food Basket is willing to redesign and fund the upgrade. Commissioner Noble made a motion to accept the proposal, Commissioner Bousman seconded the motion. Motion carried.

Jennifer Zook, Roy Dewitt, Josh Hattan, and Jim Hamilton, representing the Sublette County Visitor Center met with the Board to inform the members of proposed changes in the structure and administration of the entity. Jim Hamilton explained several changes to include modifying the original lease. He said this meeting was informational and their Board would continue to keep the Board of County Commissioners informed.

Ruth Mack, representing the Pinedale Aquatic Center, met with the Board to present the projected budget for the PAC.

Elaina Zempel, representing Wyoming Business Council, presented the revenue recapture and lease agreement documents to the Board for signatures. Commissioner Noble made a motion to accept the revenue recapture document stating reimbursement regarding 10 plus 20 jobs. Commissioner Rawhouser seconded the motion. Motion carried.

Cat Urbigkit & Deanne Swain met with the Board with a proposal of compiling the State of the County Report. Cat informed the Board the cost would be the same as previous year in the amount of \$8,000.00 Commissioner Bousman made a motion to accept the proposal, Commissioner Rawhouser seconded the motion. Motion carried.

Catherine Summerall met with the Board to request county employees pay a portion of their retirement rather than the county funding employee retirement. The Board thanked her for her input.

Commissioner Rawhouser made a motion to recess to Executive Session pursuant to W.S. 16-4-405(a)(ii) Personnel. Commissioner Noble seconded the motion. Motion carried.

It was moved by Commissioner Bousman and seconded by Commissioner Rawhouser to reconvene the meeting. The motion carried.

There being no further business, the meeting was adjourned at 3:40 P.M.

BOARD OF COUNTY COMMISSIONERS
SUBLETTE COUNTY, WYOMING

/s/David Burnett, Chairman

Attest:

/s/ Carrie S. Long, County Clerk