



employ the services of an engineer and a grant writing consultant to assist with the next application. After discussion, the Commissioners asked Mr. Schlager to investigate whether the potential grant money could be applied to the planning portion of the project. Mr. Schlager will report back at the December 17<sup>th</sup> meeting.

**Fair Building Roof Discussion** – Atlas Roofing has achieved substantial completion on the roof replacement project for the Fair Building. The old snow sheet diverter cannot be reinstalled and must be replaced with a different means of diversion. The county will have to pay the cost of the material for the new diversion. Mr. Lippincott will provide a cost estimate for the diversion materials. Speaking in his capacity as a Fairboard member, Mr. Schlager indicated that he felt an acceptable job had been done so far on the new roof.

### **Youth Alternatives Monthly Report**

Youth Alternatives Director Alan Rossler informed the Commissioners that his new flexible schedule seems to be working out well for everyone at this time. There are presently seven participants in the diversion program. There are two participants on supervised probation, and one person being electronically monitored at a judge's request. The electronic monitoring seems to be working well. At this point, the program is not being charged rent for the monitor. There was one successful completion in November and one already this month.

### **Emergency Management Monthly Report**

Emergency Management Coordinator Bill Gordon reported that he has submitted his resignation from his position with the Town of Thermopolis, and will be working strictly as the county's Emergency Management Coordinator as of January 1, 2014. At that time, Mr. Gordon will begin work on an updated Emergency Operations Plan for the County. Mr. Gordon presented a quote received recently for a replacement E911 system. There is no need for a new system at this time, but Mr. Gordon wanted to give the Commissioners this information to use as a starting point in a few years.

### **Planner Monthly Report**

Planner Bo Bowman reported the NRPC meeting in November focused on the Terraces issue, with Representative Nathan Winters and State Park Superintendent Kevin Skates in attendance. NRPC members will attend the meeting on December 10<sup>th</sup> regarding the Terraces with the Governor's staff and the Commissioners. The draft of the revised Land Use Plan has been submitted to the Commissioners via email and Planner Bowman will follow up with a memo outlining suggested actions regarding review and approval of the plan. Mr. Bowman has been attending all governmental meetings involving Wyo-Ben as previously discussed. The final septic season report will be submitted next month. Commissioner Baker asked that Mr. Bowman continue to be involved with the ongoing developments in the Red Lane area to ensure that all County requirements are met.

**Public Hearing – Wind River Subdivision** – Chairman Basse declared the public hearing on the Wind River Canyon Subdivision open at 11:33 a.m. Darren Calhoun has requested approval of a preliminary plat dividing his property located on the west side of Highway 20 South, approximately 13 miles south of Thermopolis, into two lots – one containing the Wolf Creek Store and one for a cabin site. The land is currently designated as commercial use and no land use change designation is required or being requested. Planner Bowman reviewed the hearing held before the Planning Board which culminated in the preliminary plat being forwarded to the Commissioners with a “do-pass” recommendation with four conditions of approval as noted in the packet prepared by Mr. Bowman for the Commissioners' review. Mr. Calhoun was unable to be present for the hearing, but was represented by his partner Dave Hooper. Engineering Associates representative Anthony Barnett was also present for the hearing. Mr. Hooper noted that the temporary cell tower on the property will be removed this summer and replaced with a permanent tower on Boysen Peak. After three calls for further public comment, receiving none, Chairman Basse declared the public hearing closed at 11:52 a.m. The Commissioners completed the Land Use Plan Absolute and Relative Policies checklists for the Preliminary Plat request. Mike Baker moved approval of the Preliminary Plat for the Wind River Canyon Subdivision with the inclusion of the four conditions as outlined by the Land Use Planning Board. John Lumley seconded the motion. Discussion: checklist scoring was +2 for Commissioner Basse, +2 for Commissioner Lumley and +11 for Commissioner Baker. Motion carried unanimously.

### **Airport Update**

**Phase II Update** – Jeremy Gilb presented Contract Change Order #5 for the Commissioners' consideration. This is the final quantity reconciliation change order for Phase II. Mike Baker moved

approval of Change Order #5 to the contract with High Country Construction for AIP Project #03-56-0043-02/THP-11C in the amount of \$33,267.16. John Lumley seconded the motion. Motion carried. Mr. Gilb reviewed Pay Estimate #8 from High Country Construction. This pay estimate includes a deduction for liquidated damages in the amount of \$28,800.00, which reflects additional costs incurred by GDA due to time overruns on the project by the contractor. Clerk Odde presented Addendum B to Amendment #5 to the Five-Year Generalized Agreement between Hot Springs County and GDA Engineers for the Commissioners' consideration. County Attorney Williams has reviewed this addendum and has no additions or corrections. This addendum only accounts for the additional hours incurred by GDA and charged as liquidated damages to the contractor. It does not increase the total amount of the Phase II contract. John Lumley moved to approve Addendum B to Amendment #5 to the Five-Year Generalized Agreement between Hot Springs County and GDA Engineers in the amount of \$28,800.00. Mike Baker seconded the motion. Motion carried.

FAA AIP-02 Request for Reimbursement #24 – Jeremy Gilb presented FAA Request for Reimbursement #24 for the Commissioners' approval. Mike Baker moved approval of FAA Project 03-56-0043-02 RFR #24 in the amount of \$81,315.00. John Lumley seconded the motion. Motion carried.

WYDOT-Aeronautics Division THP-11C Request for Reimbursement #24 - Mr. Gilb presented WYDOT-Aeronautics Division Request for Reimbursement #24 for the Commissioners' approval. Mike Baker moved approval WYDOT-Aeronautics Division Project THP-11C-2807/FAA #03-56-0043-02 RFR #24 in the amount of \$2,568.00. John Lumley seconded the motion. Motion carried.

WYDOT-Aeronautics Division THP-11B-2794 Request for Reimbursement #11 – Mr. Gilb presented WYDOT-Aeronautics Division Airport Relocation Project Request for Reimbursement #11 for the Commissioners' approval. John Lumley moved to approve WYDOT-Aeronautics Division Project THP-11B-2794 RFR #11 in the amount of \$4,852.00. Mike Baker seconded the motion. Motion carried.

FAA AIP-03 Request For Reimbursement #3 – Jeremy Gilb presented FAA Request for Reimbursement #3 for the Commissioners' approval. John Lumley moved approval of FAA Project 3-56-0043-03 RFR #3 in the amount of \$192,607.00. Mike Baker seconded the motion. Motion carried.

WYDOT-Aeronautics Division THP-11D-3024 Request for Reimbursement #3 – Mr. Gilb presented WYDOT-Aeronautics Division Request for Reimbursement #3 for the Commissioners' approval. Mike Baker moved approval WYDOT-Aeronautics Division Project THP-11D-3024/FAA #3-56-0043-03 RFR #3 in the amount of \$17,120.00. John Lumley seconded the motion. Motion carried.

Phase III Update – The contractor has been working whenever weather conditions allow. The contractor has not notified GDA of the official winter shutdown date at this time.

Phase IV – Mr. Gilb distributed the tentative Design & Bid schedule for Phase IV. Design work will begin on January 6, 2013. The pre-bid meeting is tentatively scheduled for March 27<sup>th</sup>, with a tentative Bid Opening date of April 15, 2014.

Relocation Update – Michelle Colby is back to work as the Disinterested Third Party assisting the Holdens with relocation claims. The next claim submittal is anticipated to occur in January, 2014.

WYDOT-Aeronautics Commission Meeting – Mr. Gilb reported that Rick Patton provided an outstanding presentation on the Hot Springs County Airport Relocation Project to the State Aeronautics Commission on November 21, 2013, and that the presentation was well received by the Commission.

### **Other Business**

**Owl Creek Water District CDBG Grant Draft Request #23** - Clerk Odde presented Grant Draft Request #23 for the Owl Creek Water project. Mike Baker moved to approve the Wyoming Business Council Investment Ready Communities Grant Draft Request #23 for the Owl Creek Water District Water Supply project in the amount of \$2,574.00. John Lumley seconded the motion. Discussion: Chairman Basse recused himself from discussion and voting due to his status as a subcontractor on this project. The Grant Draft Request will be signed by Vice-Chairman Baker. Motion carried with Baker and Lumley voting aye, Basse abstaining.

**LGLP Official Ballot** – The Commissioners reviewed the ballot for the Local Government Liability Pool election of one at-large board member and one Commissioner board member. John Lumley moved to cast a unanimous ballot for Jim Wilson for the at-large position and Jim Hudelson for the County Commissioner position. Mike Baker seconded the motion. Motion carried. Clerk Odde will submit the ballot to LGLP today.

**U.S. Forest Service Election for SRS Payment - Secure Rural School Payment Election** – Clerk Odde presented the Secure Rural Schools Election form for the Commissioners' approval. Secure Rural Schools funding is federal money distributed to counties based on the amount of federal forest land located in the county. The total amount of SRS distribution available to Hot Springs County this year is has not been finalized, but is projected to be slightly less than \$30,000.00. Mike Baker moved to approve

the election to allocate 100% of the Secure Rural Schools funding payment to Title I projects. John Lumley seconded the motion. Motion carried.

**Armory Joint Powers Board Appointment** – No applications were received in response to the advertising of this position. Clerk Odde was asked to re-advertise the position for appointment at the January 7, 2014 meeting.

**County Board Appointments Discussion** – Clerk Odde presented information regarding statutory requirements or lack thereof regarding the dates new members are appointed to the various County Boards. The Commissioners asked the Clerk to begin advertising for the boards appointed in January immediately. Those positions include the County Health Officer, Fairboard, Natural Resource Planning Committee, and the Predatory Animal Control Board. Applications are available in the Clerk's office and on the County's website, [www.hscounty.com](http://www.hscounty.com). Completed applications must be submitted to the Clerk's office no later than 5:00 p.m. on January 3, 2014. Appointments will be made at the January 7, 2014 Commissioner Meeting

**Consider ERG Invoice – SEIS Sage Grouse Alternatives** - The Commissioners reviewed the invoice from Ecosystem Research Group for their work on the SEIS Sage Grouse Alternatives. John Lumley moved to approve payment of Hot Springs County's share of the four-county invoice in the amount of \$5,987.12. Mike Baker seconded the motion. Discussion: funds for this have already been set aside as part of the BHB RMP budget item. Motion carried.

**Probation & Parole Office Rent** – Clerk Odde presented information on various office rental rates in the area. Mike Baker moved to charge Probation & Parole \$500.00/month rent for the office they are using on the fourth floor of the courthouse, John Lumley seconded the motion. Motion carried. Clerk Odde will pass this decision on to the people involved.

#### Correspondence

**Planner** – Jellis De-Annexation Report

**NRPC Minutes** – October, 2013

**County Clerk** – HSC Memorial Hospital Election Invoice

**Land Use Planning Board Minutes** – October, 2013

#### Adjournment

There being no further business to come before the Board at this time, John Lumley moved to adjourn. Chairman Basse declared the meeting adjourned at 2:55 p.m.

Attest:

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Brad Basse, Chairman

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Hans Odde, Clerk to the Board

#### **BILLS – NOVEMBER, 2013**

MATTHEW BENDER & CO., INC. 154.16 / KONE INC. 415.47 / LOLA B. CORDINGLY 168.75

VIOLA N. RYAN 173.50 / CAROL J. DOCKERY 225.45

HOT SPRINGS VETERINARY CLINIC 55.00 / HOT SPRINGS COUNTY WEED & PEST 160.88

TRI STATE TRUCK&EQUIPMENT, INC. 166.22 / AMERICAN JAIL ASSOCIATION 48.00

BRUCO, INC. 1,189.24 / BOELEN'S SHOP 62.00 / HOPKINS MEDICAL PRODUCTS 70.85

JACK'S UNIFORM & EQUIPMENT 14.00 / ST. VINCENT HEALTHCARE 355.26

GALLS LLC 821.71 / AFLAC (ACCOUNT #HW652) 551.41

STATE OF WYOMING - A&I 31.78 / ALEXA A. HANSON 173.50 / ALICE J. BUNCH 38.11

ALLEGIANCE BENEFIT PLAN MANGT, INC. 51,484.58 / AMELIA A. DEROMEDI 9.50

ANITA WEISBECK 69.96 / ATLAS OFFICE PRODUCTS, INC. 140.18 / ATLAS 34,752.30

CHARTER COMMUNICATIONS 55.20 / BARBARA J. BENT 34.32 / BARBARA A. MOELLER 145.00

BARTON STAM 359.32 / BIG HORN WATER 143.50 / BIG HORN ENERGY 1,390.00

BETTY JEAN MARTINEZ 246.05 / BLAIR'S SUPER MARKET 573.84 / PITNEY BOWES 1,000.00

BRAD LOFINK 90.00 / BRENNA HUCKFELDT 25.99

AMERITAS LIFE INSURANCE CORP, 558.10 / BRUCE N. "BO" BOWMAN 14.69

CAROL M. SLAGLE 150.31 / CAROL A. WIDMAN 168.75

CHRISTOPHER J. KING, P.C. 395.00 / RED ROCK FAMILY PRACTICE 184.00

CNA SURETY 450.00 / THERMOPOLIS HARDWARE 184.36

COLONIAL SUPPLEMENTAL INS. 34.70 / VERIZON WIRELESS 55.73  
VERIZON WIRELESS 48.76 / VERIZON WIRELESS 57.81 / VERIZON WIRELESS 156.73  
VERIZON WIRELESS 47.90 / CINDY MAGELKY 62.15 / KOERWITZ, MICHEL, 11,650.00  
DEBRA A. GERHARTER 10.49 / DONNA M. LOSSNER 168.75 / DORIS ANN READY 168.75  
EATON SALES & SERVICE LLC 865.50 / ELLEN M. GALYAN 168.75  
EMERGENCY COMMUNICATIONS 5,000.00 / ENGINEERING ASSOCIATES 2,574.00  
ROCKY MOUNTAIN FIRE SYSTEMS, INC. 712.00 / FLEETPRIDE 406.68  
PINNACLE BANK OF THERMOPOLIS 40,538.84 / PINNACLE BANK 114.09  
GDA ENGINEERS 45,098.00 / GENEVA J. BAIRD 173.50  
GOTTSCHKE THERAPY REHAB WELLNESS 340.00 / HEARTLAND AG-BUSINESS GROUP 45.00  
HIGH COUNTRY CONSTRUCTION INC 49,519.83 / HIGH PLAINS POWER 104.91  
HORIZON LABORATORY, LLC 87.00 / HOT SPRINGS COUNTY CENTENNIAL 50.00  
HOT SPRINGS COUNTY TREASURER 282.06  
HOT SPRINGS COUNTY HEALTH INS ACCT 67,082.41  
HOT SPRINGS CO. SCHOOL DIST #1 5,591.04 / IAAO 200.00  
INDEPENDENT RECORD 1,247.09 / INDOFF INC. 567.01  
INTERMOUNTAIN RECORD CENTER, INC. 427.20 / JERRY D. WILLIAMS 66.13  
JILL LOGAN 675.00 / JOHN P. LUMLEY 444.09 / JOEY L JOHNSON 302.97  
JOYCE A. KELLEY 168.75 / JT AVIATION LLC 5,242.29 / JUDY M. CRAMER 180.62  
KAREN SLOCUM 37.21 / MARY KING 173.50 / LARRY R. SIPE, JR. 168.75  
LYNN S. ALLEN 223.49 / MARY A. GORDON 134.75 / MARLENE T. CHRISTOFFERSON 9.50  
MARY K. RYAN 173.50 / MEADOW GOLD BILLINGS 352.61  
HOT SPRINGS CO. MEM. HOSPITAL 1,923.00 / HOT SPRINGS COUNSELING SERV. 500.00  
MESSENGER & OVERFIELD 1,894.17 / MICHAEL F. KELLEY 168.75  
O'REILLY AUTO PARTS 34.96 / O'REILLY AUTO PARTS 45.89 / O'REILLY AUTO PARTS 5.19  
THE OFFICE SHOP, INC 262.80 / OWL CREEK GRAPHICS 72.00 / OWL LUMBER INC. 80.09  
ROCKY MOUNTAIN POWER 3,925.97 / PAUL REED CONSTRUCTION & SUPPLY INC 181,030.63  
PERFORMANCE AUTO & GLASS 123.52 / PINNACLE BANK OF THERMOPOLIS 1,140.00  
PINNACLE BANK OF THERMOPOLIS 2,090.00 / POSTMASTER 1,273.00 / PRINT ZONE 417.40  
CENTURY LINK 652.88 / RANAE BALDES 144.30 / THE RADAR SHOP 354.00  
GORRELL & HOPKINSON, P.C. 120.00 / RIVERTON TIRE & OIL CO., INC. 1,027.52  
RT COMMUNICATIONS, INC. 2,106.47 / SHIRLEY A. LOVE-TOWERS 168.75  
SHOSHONE OFFICE SUPPLY 328.60 / SHOPKO THERMOPOLIS 4.99  
HOT SPRINGS CO SENIOR CITIZENS INC 40.00 / THE STANDARD INS. CO. 1,412.28  
STEHLIN PLUMBING & CONTRACTING 155.00 / SYBIL M. HANNAH 168.75  
TEPEE POOLS 360.00 / TITAN MACHINERY 1,737.51 / TOWN OF THERMOPOLIS 1,039.70  
TRAVELING COMPUTERS, INC. 5,508.91 / TRANE U.S. INC. 80,351.06  
TRI COUNTY TELEPHONE ASSOC, INC 333.01  
THOS. Y. PICKETT & COMPANY, INC. 1,650.00 / VERIZON WIRELESS 42.47  
VERIZON WIRELESS 32.41 / VICKLUND PHARMACY 397.49 / VISA - CARD TWO 600.01  
VISA - CARD FOUR 207.02 / VISA (CARD EIGHT) 118.19 / VISA 1,578.06 / VISA 108.00  
WCS TELECOM 12.53 / THOMSON REUTERS - WEST 127.16  
WIRELESS ADVANCED COMMUNICATIONS 4,522.00  
WYOMING DEPT. OF WORKFORCE SERVICES 3,060.95  
WYOMING TAXPAYERS ASSOCIATION 195.00 / WYOMING.COM 20.00  
WYOMING DIVISION OF 135.00 / ORCHARD TRUST COMPANY 5,454.26  
WY DEPT. OF ENVIRONMENTAL 200.00 / WYOMING GAS 1,698.64 / WYONET INC. 113.95  
WYO RETIREMENT SYSTEM 23,570.92 / 036-NCPERS GROUP LIFE INS. 320.00