

STATE OF WYOMING)
)
COUNTY OF HOT SPRINGS)

OFFICE OF THE BOARD OF
COUNTY COMMISSIONERS
THERMOPOLIS WYOMING
February 4, 2014

The Hot Springs County Board of Commissioners met in regular session on Tuesday, February 4, 2014 at 9:00 a.m. in the Commissioners Room at the Government Annex.

Present were Commissioners Mike Baker, Brad Basse, and John Lumley. Also present were County Clerk Hans Odde, Deputy County Clerk Karen Slocum, County Attorney Jerry Williams and Administrative Assistant to the Commissioners Penny Herdt. Chairman Baker led those present in the Pledge of Allegiance.

Approval of Agenda

Brad Basse made a motion to approve the agenda with the following changes:

ADD: Other Business 3. Assignment of Proxy – Lucerne Pumping Plant Canal Company
John Lumley seconded the motion. Motion carried.

Approval of Minutes

John Lumley made a motion to approve the minutes of the regular meetings on January 7 and 21, 2014 as presented. Brad Basse seconded the motion. Motion carried.

Road and Bridge Monthly Report

Road & Bridge Supervisor Dave Schlager reported that the new plow truck is scheduled for delivery this Friday. Ray Shaffer is working on finalizing the County Road Policy manual on a contract basis as agreed to earlier. Mr. Schlager anticipates the gravel crushing project will begin next week, weather permitting. Shoulder widening on Cottonwood Road and annual equipment maintenance continues as the weather allows. Discussion followed regarding future replacement of the road blading equipment. No action was taken on this matter. Mr. Schlager mentioned that the Fair Building roof project is not quite complete at this time. Commissioner Baker will follow up with Atlas Roofing on this.

Utility License Agreement – Big Horn River Ranch – Clerk Odde presented a utility license agreement application from Dee Hillberry/Bighorn River Ranch. Mr. Hillberry is replacing an irrigation ditch and culvert crossing under County Road 15-8 with a water pipeline. The line will be dug in, not bored where it crosses the road. All fees have been paid and Mr. Schlager has reviewed the application with Mr. Hillberry and recommends its approval. John Lumley moved to approve the Utility License Agreement between Hot Springs County and Big Horn River Ranch, LLC for pipeline construction on County Road 15-8 (East River Road). Brad Basse seconded the motion. Motion carried.

Re-Alignment Documentation – Several years ago the County completed a re-alignment of East River Road to improve the safety of the road. The landowner affected by the re-alignment is waiting on a document from the County extinguishing the old right of way and establishing the new right of way as delineated on the re-survey of the road. Clerk Odde will work with the County Attorney to provide the right of way document so that the re-survey document can be filed and the re-alignment finalized in the records.

Planner Monthly Report

Planner Bo Bowman reported that the NRPC will meet next week. The Land Use Planning Board will not meet in February, but will meet in March to review a gravel pit application. The Natural Resource Plan is in Final Draft form and advertising of the public hearing for its approval has begun. The draft plan will be placed on the County's website and copies will be available to those who wish to review the draft prior to the public hearing. Mr. Bowman reported that he has been made aware of a septic installation that may have been installed without the required inspections. As the installation is within town limits, he will work with Fred Crosby to investigate and determine how to proceed in this matter

Emergency Management Monthly Report

Emergency Management Coordinator Bill Gordon reported that work on the 911 update continues.. Drawdown requests for the project will be presented at the next Commissioners meeting. Mr. Gordon

reviewed the new weather alert program he has set up via e-mail. Anyone not currently on the distribution list who wishes to be included in the notifications should call Mr. Gordon at 864-8086.

Maintenance Monthly Report

Maintenance Foreman Chuck Carver reported that Shay Conner has returned to work part-time and will be working back into full time when her doctor releases her to do so.

WYECIP Project Update – Mr. Carver clarified a point regarding local control of the thermostats for the heat pumps. Individual control of the thermostats appears to be a matter of reprogramming if that is what the Commissioners desire to have done. Settings and limits for local thermostat control will need to be discussed with the Measurement & Verification team during the formal hand-off meeting. The Hand-Off meeting with the Measurement & Verification group has yet to be scheduled by TRANE. Discussion ensued regarding the occupancy sensors for lighting in the offices. There appears to be some miscommunication regarding the function of the sensors, as well as problems with some of the sensors not performing according to specifications. Chairman Baker and Mr. Carver will visit each of the offices later this week to attempt to rectify the problems. The problem with the air noise in the pipes in the Law Enforcement Center is still not resolved – Mr. Carver is working on it. The noise issue in the District Courtroom still exists. Clerk Odde has not released the final check for payment to TRANE at this time. The Commissioners agreed the check should be held until all problems are resolved to the County's satisfaction.

Youth Alternatives Monthly Report

Director Alan Rossler reported there are currently six participants in his program. There was one unsuccessful completion last month due to family issues. There are two juveniles on supervised probation at this time. There were no 48-Hour holds in January and there is no one on electronic monitoring at the moment.

Mr. Rossler noted a Juvenile Justice report by the Texas Policy Institute released in December indicated a 24% drop in juvenile detentions between 2001-2011 statewide. Mr. Rossler feels that the drop is actually quite a bit larger than that, but the manner in which the report was done tended to skew the numbers toward the low end.

Mr. Rossler reported that Federal funding for his program will drop approximately 30% for 2015-2016, but he currently expects that at least two-thirds of that will be restored for the 2016-2017 fiscal year. Clerk Odde noted that dollars spent on the Youth Alternatives program provide some of the highest "bang for the buck" in the county budget and encouraged the Commissioners to consider raising the program's budget to cover whatever cuts are made at the Federal levels.

Lodging Tax Board Name Change

Amanda Moeller, Tourism Director appeared before the Commissioners to request the name of the Hot Springs County Lodging Tax Joint Powers Board be changed to Hot Springs Travel & Tourism, in keeping with the board's multi-faceted approach to promoting travel and tourism in Hot Springs County. Brad Basse moved to approve the name change from Hot Springs County Lodging Tax Joint Powers Board to Hot Springs Travel & Tourism as requested in Ms. Moeller's letter dated January 22, 2014. John Lumley seconded the motion. Motion carried.

Other Business

WCCA Board Position – The Commissioners received a notification from the new WCCA Director that all WCCA board position appointments are to be for a term of two years per the Board's by-laws. Chairman Baker asked Commissioner Basse to consider continuing in his role as the County representative to the WCCA board in light of his greater experience with the WCCA Board. John Lumley moved to retain Brad Basse as Hot Springs County's WCCA Board representative for the coming year. Brad Basse seconded the motion. Motion carried.

Appoint NRPC Members – Two applications have been received for five openings on the NRPC. John Lumley moved to re-appoint Dan Wychgram and Everett Jones to the Natural Resources Planning Committee. Brad Basse seconded the motion. Motion carried. A letter will be sent to the appointees thanking them for their continued interest.

Assignment of Proxy – Lucerne Pumping Plant Canal Company – John Lumley moved to assign the County's proxy to Jim Collins, Chairman of the LPPCC. Brad Basse seconded the motion. Motion carried.

Airport Update

Record of Negotiation – Clerk Odde presented the Phase IV Record of Negotiation letter to the FAA for the Commissioners’ approval. This document confirms the completion of the Independent Fee Estimate and indicates that, as GDA’s engineering services bid was lower than the IFE, no negotiations were necessary. Brad Basse moved to authorize the Chairman’s signature on the Record of Negotiation letter for Phase IV of the Airport Relocation Project. John Lumley seconded the motion. Discussion: Clerk Odde indicated that representatives for the FAA and WYDOT have reviewed the IFE and no adverse comments were received. Motion carried.

Amendment No. 7 – Jeremy Gilb presented Amendment No. 7 to the Five-Year Generalized Engineering Agreement with GDA Engineers for the Airport Relocation Project for the Commissioners’ approval. The County Attorney has reviewed the amendment with Mr. Gilb and has no further questions at this time. Mr. Gilb pointed out that the fee schedule included had been updated to reflect the current 2014 pricing, but stated that it would have no actual effect on the Amendment as all prices quoted were lump sum or “not-to-exceed” amounts. Brad Basse moved to approve the Chairman’s signature on Amendment No. 7 to the Five-Year Generalized Engineering Agreement between Hot Springs County and GDA Engineers for Phase IV of the Airport Relocation Project – Parallel Taxiway & Apron. John Lumley seconded the motion. Motion carried.

FAA AIP-02 Request for Reimbursement #25 – Jeremy Gilb presented FAA Request for Reimbursement #25 for the Commissioners’ approval. John Lumley moved approval of FAA Project 03-56-0043-02 RFR #25 in the amount of \$81,935.00. Brad Basse seconded the motion. Motion carried.

WYDOT-Aeronautics Division THP-11C Request for Reimbursement #25 - Mr. Gilb presented WYDOT-Aeronautics Division Request for Reimbursement #25 for the Commissioners’ approval. John Lumley moved approval of WYDOT-Aeronautics Division Project THP-11C-2807/FAA #03-56-0043-02 RFR #25 in the amount of \$2,588.00. Brad Basse seconded the motion. Motion carried.

WYDOT-Aeronautics Division THP-11B-2794 Request for Reimbursement #13 – Mr. Gilb presented WYDOT-Aeronautics Division Airport Relocation Project Request for Reimbursement #13 for the Commissioners’ approval. John Lumley moved to approve WYDOT-Aeronautics Division Project THP-11B-2794 RFR #13 in the amount of \$4,852.00. Brad Basse seconded the motion. Motion carried.

FAA AIP-03 Request For Reimbursement #5 – Jeremy Gilb presented FAA Request for Reimbursement #5 for the Commissioners’ approval. John Lumley moved approval of FAA Project 3-56-0043-03 RFR #5 in the amount of \$49,827.00. Brad Basse seconded the motion. Motion carried.

WYDOT-Aeronautics Division THP-11D-3024 Request for Reimbursement #5 – Mr. Gilb presented WYDOT-Aeronautics Division Request for Reimbursement #5 for the Commissioners’ approval. John Lumley moved approval WYDOT-Aeronautics Division Project THP-11D-3024/FAA #3-56-0043-03 RFR #5 in the amount of \$4,429.00. Brad Basse seconded the motion. Motion carried.

Phase II Update – Phase II is complete and advertising for final payment is underway. The FAA and WYDOT have received Draft copies of the closeout report and testing results. Mr. Gilb asked that Clerk Odde release the final payment for Phase II to High Country Construction on March 20, 2014.

Phase III Update – The contractor is currently in winter shutdown.

Phase IV Update – Design work continues on Phase IV. GDA would like to schedule the 75% Review meeting and the 100% Review meeting. After discussion, the 75% review meeting will be held February 18 at 2:00 p.m. and the 100% review meeting will be held the afternoon of March 10th.

Relocation Update – Ms. Colby, the Disinterested Third Party negotiator, continues to have personal issues that detract from the amount of time she can devote to the relocation reimbursement submittal process. Dustin Spomer will talk with her boss about reallocation of the law firm’s resources to try to get more activity on the relocation reimbursements. Chairman Baker asked that a new deadline schedule be set in an attempt to move the relocation reimbursement process toward closure. The formal deadline for relocation reimbursement submittal is June, 2014.

Correspondence

Rocky Mountain Power – WYECIP Project Rebate Checks

Road & Bridge Shop	\$1,621.00
Museum	\$4,285.36
Library	\$3,250.00
Law Enforcement	\$6,921.39
Courthouse	\$7,390.13
Ag Extension	\$2,074.00

Department of Revenue – 2014 Taxing Authority Compliance Report

The Commissioners reviewed the foregoing correspondence. The Rocky Mountain Power Rebate Checks have been deposited into the County's General Fund. No further action was required at this time.

Approve Bills

The following bills were submitted for approval: (see attached). Payroll for January, 2014 - \$163,692.96

Adjournment

There being no further business to come before the Board at this time, Brad Basse moved to adjourn. Chairman Baker declared the meeting adjourned at 12:50 p.m.

Attest:

Mike Baker, Chairman

Karen Slocum, Chief Deputy Clerk to the Board

BILLS – JANUARY, 2014

HOT SPRINGS VETERINARY CLINIC 60.00 / EMBLEM ENTERPRISES, INC. 320.70
TRI STATE TRUCK&EQUIPMENT, INC. 163.76 / WYOMING PLANNING ASSOCIATION 55.00
DEPARTMENT OF HEALTH 20,557.31 / BRUCO, INC. 994.64 / D & D MACHINE, INC. 14.58
JACK'S UNIFORM & EQUIPMENT 14.00 / WYOMING DEPT OF AGRICULTURE 25.00
IDEAL AUTO ELECTRIC 109.00 / ACCO BRANDS DIRECT 38.48
AFLAC (ACCOUNT #HW652) 551.41 / STATE OF WYOMING - A&I 33.76
ALEX H. SITZ, III 2,560.38 / ALLEGIANCE BENEFIT PLAN MANGT, INC. 40,476.61
ANITA WEISBECK 96.53 / ATLAS OFFICE PRODUCTS, INC. 107.31
CHARTER COMMUNICATIONS 55.20 / BARTON STAM 525.60 / BIG HORN WATER 110.00
BIG HORN ENERGY 112.50 / BLAIR'S SUPER MARKET 506.97 / BRENNA HUCKFELDT 25.24
AMERITAS LIFE INSURANCE CORP, 540.10 / CHRISTOPHER J. KING, P.C. 1,700.00
RED ROCK FAMILY PRACTICE 103.00 / CNA SURETY DIRECT BILL 100.00
THERMOPOLIS HARDWARE 351.23 / COLONIAL SUPPLEMENTAL INS. 34.70
VERIZON WIRELESS 55.79 / VERIZON WIRELESS 48.81 / VERIZON WIRELESS 55.80
VERIZON WIRELESS 157.56 / VERIZON WIRELESS 47.98 / DAVID SCHLAGER 20.00
DRYDEN & LARUE, INC. 2,450.00 / ENGINEERING ASSOCIATES 195.20
FIVE COUNTY JOINT POWERS BOARD 5,000.00 / PINNACLE BANK OF THERMOPOLIS 41,013.60
MORTIMORE FUNERAL HOME 840.00 / GDA ENGINEERS 56,544.24
GOTTSCHKE THERAPY REHAB WELLNESS 340.00 / MOUNTAIN WEST BUSINESS SOLUTIONS 17.22 / HIGH
COUNTRY CONSTRUCTION INC 88,558.22 / HIGH PLAINS POWER 117.22
HEARTLAND CONSTRUCTION GROUP 130.00
HOT SPRINGS COUNTY HEALTH INS ACCT 68,978.51
HOT SPRINGS CO. SCHOOL DIST #1 5,276.50 / INDEPENDENT RECORD 2,195.68
INDOFF INC. 111.31 / JADECO, INC. 95.38 / JERRY D. WILLIAMS 404.21
JILL LOGAN 775.00 / JOHN P. LUMLEY 293.31 / JT AVIATION LLC 5,356.72
LINTON'S "BIG R" OF RIVERTON 907.68 / MARY A. GORDON 121.73
MEADOW GOLD BILLINGS 284.65 / MESSENGER & OVERFIELD 1,923.52
MOORE MEDICAL, LLC 189.54 / NATIONAL 4-H COUNCIL-SUPPLY SERVICE 114.95
ONE STOP REPAIR & 233.87 / O'REILLY AUTO PARTS 9.49 / O'REILLY AUTO PARTS 169.89
THE OFFICE SHOP, INC 276.95 / ROCKY MOUNTAIN POWER 4,157.94
PAUL REED CONSTRUCTION & SUPPLY INC 1,186.76 / PERFORMANCE AUTO & GLASS 12.24
PERFORMANCE AUTO & GLASS 218.19 / PINNACLE BANK OF THERMOPOLIS 140.00
PINNACLE BANK OF THERMOPOLIS 1,990.00 / POSTMASTER 608.80 / CENTURY LINK 653.06
GORRELL & HOPKINSON, P.C. 120.00 / RIVER STORAGE 100.00
RIVERTON TIRE & OIL CO., INC. 670.00 / RT COMMUNICATIONS, INC. 2,124.33

SEALS UNLIMITED, INC. 220.77 / SHOSHONE OFFICE SUPPLY 381.59
SHOPKO THERMOPOLIS 77.94 / HOT SPRINGS CO SENIOR CITIZENS INC 120.00
THE STANDARD INS. CO. 1,418.47 / STATE OF WYOMING GUARDIANS AD LITEM 2,390.91
SYSCO MONTANA, INC. 1,595.16 / TEAM LABORATORY CHEMICAL CORP. 467.31
TEPEE POOLS 360.00 / TOWN OF THERMOPOLIS 1,036.50
TRAVELING COMPUTERS, INC. 3,224.99 / TRACTOR & EQUIPMENT 474.58
TRI COUNTY TELEPHONE ASSOC, INC 333.01 / VERIZON WIRELESS 42.55
VERIZON WIRELESS 32.51 / VICKLUND PHARMACY 247.94 / VICKI M. NICHOLS 16.81
VISA - CARD ONE 1,353.42 / VISA - CARD TWO 428.21 / VISA - CARD FOUR 111.78
VISA - CARD SEVEN 3,746.78 / VISA (CARD EIGHT) 116.32 / VISA 108.23
VISA 131.58 / VISA 123.66 / WYOMING CO COMMISSIONERS ASSOC 300.00
THOMSON REUTERS - WEST 133.52 / WEST-TECH SUPPLY & SERVICES 705.00
WYOMING DEPT. OF WORKFORCE SERVICES 3,114.31 / WYOMING.COM 20.00
WYOMING DIVISION OF 209.00 / ORCHARD TRUST COMPANY 5,454.26
WYOMING GAS 4,063.48 / WYONET INC. 227.90 / WYO RETIREMENT SYSTEM 23,693.15
036-NCPERS GROUP LIFE INS. 336.00 / WYSSMANN PSYCHOLOGICAL & COUNSELING 700.00
WY-TEST 75.00