

STATE OF WYOMING)
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COUNTY OF HOT SPRINGS)
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OFFICE OF THE BOARD OF
COUNTY COMMISSIONERS
THERMOPOLIS, WYOMING
December 16, 2014

The Hot Springs Board of County Commissioners met in regular session on Tuesday, December 16, 2014 at 4:00 p.m. in the Public Meeting Room at the Government Annex. Present were Commissioners Mike Baker, Brad Basse and John Lumley. Also present were County Attorney Jerry Williams, County Clerk Nina Webber and Administrative Assistant to the Commissioners Penny Herdt. Chairman Baker led those present in the Pledge of Allegiance.

Approval of Agenda

John Lumley moved to approve the agenda with the following changes:

ADD: Other Business 6. Hot Springs State Park Master Plan Steering Committee Appointment
 7. Wellness Program Issues

DELETE: Other Business 5. WACIP Review

Brad Basse seconded the motion. Motion carried.

Executive Session

Brad Basse moved to enter Executive Session for personnel reasons at 4:02 p.m. John Lumley seconded the motion. Motion carried. John Lumley moved to leave Executive Session at 4:10 p.m. Brad Basse seconded the motion. Motion carried. No action was taken during the Executive Session. Upon entering back into open session, John Lumley moved to extend the Wellness Program participation requirements completion date for Joe Bean to June 1, 2015. Brad Basse seconded the motion. Discussion: to clarify - if extension deadline is not met, premiums will revert to non-participating levels. Motion carried.

Youth Alternatives Director Hire Recommendation

Hiring Committee member Marcia Bean presented the Commissioners with the Committee's recommendation for the open Youth Alternatives Director position. After some discussion, Brad Basse moved to offer the Youth Alternatives Director position to Sara Cox. John Lumley seconded the motion. Discussion: the County Attorney asked that the motion be amended to stipulate that the offer would be subject to Ms. Cox's successful completion of a background check, as the position involves working with youth. Brad Basse amended his motion to state that Ms. Cox would be offered the position contingent upon successful completion of a background check. The second concurred with the amendment. Motion carried. The County Attorney will work with Ms. Cox to complete the background check.

Airport Update

SRE/Terminal Building Update – Dustin Spomer reviewed proposed changes in the Scope of Work for this project. The revisions have been submitted to WYDOT for review. Amendment No. 8, including the revisions, was submitted for the Commissioners' approval. Brad Basse moved approval of Amendment No. 8 between Hot Springs County and GDA Engineers for professional services in connection with the Airport SRE/Terminal Building project - approval to be subject to WYDOT's concurrence with the Scope of Work. John Lumley seconded the motion. Motion carried. Mr. Spomer indicated that there would be a programming meeting for this project scheduled in early January.

Phase III & IV Update – Jeremy Gilb discussed a potential reduction in retainage for the contractor for Phases III and IV. The Commissioners agreed that this was a good idea. Mr. Gilb will present a recommendation to the FAA and WYDOT for a specific amount of retainage to be released and will present that recommendation for the Commissioners' approval when FAA and WYDOT approvals have been received.

Phase V Update – The Independent Fee Estimate has been received from CH2MHILL, and is higher than the fee estimate submitted by GDA. A Record of Negotiations letter to the FAA has been prepared and was presented for the Commissioners' approval and signature. Mr. Gilb reported that there are leftover grant funds from Phases III & IV which he is seeking approval from the FAA to use for part of the design budget for the Phase V project. Brad Basse moved approval of the chairman's signature on the Record of Negotiation to be submitted to the FAA. John Lumley seconded the motion. Discussion: there needs to be a correction at the end of line one in item 4 to strike "the" and add "provide an". Motion carried. Dave Johnson asked the Commissioners for approval to switch some of the airport lighting specs from

incandescent to LED lighting. The FAA has now approved LED's for airport lighting use. After some discussion, the Commissioners agreed to allow this change in design. Mr. Johnson presented samples of entrance signs from various area airports and asked the Commissioners to begin to consider what they would like the airport entrance sign to look like.

WACIP Update – Mr. Gilb presented the FY 2015-2020 Revised WACIP from the FAA for the Commissioners' review and comment. After reviewing the information, John Lumley moved to authorize GDA to accept the Revised WACIP plan on the Commissioners' behalf. Brad Basse seconded the motion. Motion carried.

Minimum Standards/Hangar Discussion: Mr. Gilb reviewed the work session on minimum standards and hangar design held earlier in the day. The first three chapters of the minimum standards document, a proposed lease agreement for potential hangar tenants and a draft of the sewer layout will be presented for formal approval at the January 6th meeting.

Outlaw 4-H Club Leadership Presentation

Club leader Melissa Johnson brought several members of the Outlaw 4-H Club to observe part of the Commission meeting as part of their leadership training. Eight members of the club gave short presentations regarding their participation in the county 4-H program.

Air Med Care Network Proposal

Air Med Care Network representative Gary Robson appeared to discuss Air Med's proposal for providing emergency air ambulance service in Hot Springs County. The program would require an annual payment by the County of approximately \$25,812.00 for coverage of each household in the County. Extended coverage would be available to residents on an individual basis if desired. The Commissioners thanked Mr. Robson for his presentation, but agreed that there is no money in the budget for this kind of program at this time.

Public Hearing – Hughes Bar'N Supper Club

Matt and Linda Hughes have applied for a home-based business permit in order to establish a weekend supper club at their residence. Planner Bo Bowman reviewed the proceedings on the application to this point. The Land Use Planning Board heard the application on November 19th and forwarded the request to the Commission with a recommendation for approval with twelve conditions of approval. Chairman Baker opened the public hearing on the Hughes' application at 5:45 p.m. Applicants Matt and Linda Hughes and neighboring landowner Harvey Seidel were present to comment on the proposal and answer questions from the Commissioners. After discussion and clarification of some of the information contained in the application, Chairman Baker called three times for further comments. Hearing none, he declared the public hearing closed at 6:20 p.m. The Commissioners completed the Absolute and Relative Policies checklists. All Commissioners reported scoring the project at of zero or higher on the checklists. Brad Basse moved to approve a home-based business permit for Linda and Matthew Hughes for the Bar'N Supper Club subject to the following conditions:

1. The applicants shall provide for regular solid waste removal, in a covered vehicle or trailer, to an approved landfill. Containers shall be screened, covered, or protected to prevent blowing trash.
2. There shall be no additional outdoor lighting installed on the premises, with the exception of indirect lighting for an identification sign.
3. The on-site sign identifying the property shall not exceed 32 sq. ft. in area, and shall not be internally lit.
4. The proposed supper club shall be limited to a 60 seating capacity in the dining area. Special events and private parties may exceed this amount.
5. The supper club shall not operate later than 10:00 p.m., and shall be limited to a maximum of four events per month.
6. Should the owners of the property no longer reside on the property, this approval for a home-based business shall cease immediately.
7. Only one special event or private party – in addition to the four regular suppers allowed per month – may occur in a month. Additional special events may be held with the permission of the owner of Bar None Drive.
8. There shall be only one seating time per evening.
9. Prior to establishing the supper club activity on the premises, the applicants shall participate in a Maintenance & Use Agreement with the other two users of Bar None Drive, providing for the equitable shared maintenance, use, and repair of the road.

10. All necessary permits and inspections needed for compliance with the Wyoming Dept. of Agriculture criteria for food preparation shall be obtained prior to commencing operations.
11. All necessary permits and inspections needed for compliance with the Liquor Division of the Wyoming Department of Revenue shall be obtained prior to commencing operations.
12. Prior to the commencement of operations, the applicant shall bring the structure into full compliance with the International Fire Code, as required by W.S. 35-9-121.

John Lumley seconded the motion. Discussion: County Attorney Williams requested that the road maintenance and use agreement required in Condition 9 be submitted in writing before the condition would be considered to be met. Motion carried.

Road Survey Review

Road & Bridge Supervisor Dave Schlager requested approval from the Commissioners to finalize the survey of Road 19 by Engineering Associates and Rick Hudson showing the road as it actually exists at this time. The survey will include the necessary relocations from the original Templeton survey as negotiated with local landowners. After presentation of the final map for the approval of the Commissioners, the document will be recorded in the Clerk's Office and made a part of the County's official Road Files. The Commissioners gave Mr. Schlager permission to proceed with the survey and mapping of Road 19.

BHB Nature & Discovery Center Request for Infrastructure Development Funding

BHBNDC Board President Toddi Darlington presented a letter to Governor Mead requesting consideration for the Center as part of the state's Infrastructure Development Funding this next year. Ms. Darlington is asking endorsement of this request by the Commissioners via the Chairman's signature on the letter. The letter will also be signed by the Discovery Center board president, the Thermopolis Mayor, State Senator Geis and State Representative Winters. John Lumley moved to authorize the chairman's signature on the letter to the Governor as presented. Brad Basse seconded the motion. Motion carried.

WYDOT Signage Request – Yates Ferry Crossing

N.S.D.A.R.-Washakie Chapter representative Ruth Clare Johnson has requested a letter from the Commissioners in support of the installation of signage by WYDOT on Highway 20 South directing interested travelers to the site of the Yates Ferry Crossing. Chamber of Commerce Director Meri Ann Rush is working with WYDOT to get this signage installed. At her direction, staff presented a draft letter to District 5 Traffic Control Engineer Lyle Williams requesting signage for the Community Tourist Attraction known as the Yates Ferry Crossing site. After reviewing the draft, John Lumley moved to sign the letter to Mr. Williams as presented. Brad Basse seconded the motion. Discussion: Road and Bridge personnel will work with WYDOT personnel to develop and install the requested signage if approved by WYDOT. Motion carried.

Other Business

Black Mountain Road Study Steering Committee – Chairman Baker reported that the County has received a \$25,000.00 planning grant for the Black Mountain Road repair/replacement project. One of the grant requirements is the establishment of a steering committee to deal with consultant selection and project management. John Lumley moved to appoint Road & Bridge Supervisor Dave Schlager and whichever Commissioner assumes responsibility for County Roads when new areas of responsibility assignments are established in January to the steering committee. Brad Basse seconded the motion. Discussion: these names will be forwarded to WYDOT Representative Kevin McCoy who is organizing the committee. Motion carried.

Fair Board Member Resignation – Arlea McCumber submitted a letter of resignation from the Fair Board effective January 1st. John Lumley moved to accept Mrs. McCumber's resignation with regret and send her a letter thanking her for her long-term service on the Fair Board. Brad Basse seconded the motion. Discussion: this vacancy will be advertised along with the other board vacancies to be filled at the January 6th meeting. Motion carried.

Advertising Authorization for January Board Appointments – Clerk Webber presented the Commissioners with a list of county board positions that will be up for appointment at the January 6th meeting. Brad Basse moved to authorize the Clerk to advertise for the following openings:

- Fair Board – One Unexpired Term and one 5-Year Term
- Natural Resources Planning Committee – Two 3-Year Terms

Predatory Animal Control Board – One 3-Year Term – Sportsman
One 3-Year Term – At Large

Weed & Pest – Two 4-Year Terms

John Lumley seconded the motion. Motion carried.

Bank of Thermopolis Deposit Resolution – The Bank of Thermopolis presented the Commissioners with a resolution passed by their board to act as a designated depository for County funds. John Lumley moved to approve the Bank of Thermopolis as a potential depository for Hot Springs County funds. Brad Basse seconded the motion. Motion carried.

Hot Springs State Park Master Plan Steering Committee Appointment – The Wyoming State Parks, Historic Sites and Trails Division (SPHST) is in the process of updating the Master Plan for the Hot Springs State Park. As part of this plan, the SPHST is asking for Commission representation on the steering committee being formed to assist with the update of the Master Plan. John Lumley moved to appoint Brad Basse as the Commission’s representative to the SPHST Hot Springs State Park Master Plan steering committee. Brad Basse seconded the motion. Motion carried.

Wellness Program Issues – Clerk Webber asked for clarification regarding retroactive billing of the premium difference for Participation versus Non-Participation in the County Insurance Wellness Program. The Commissioners stated that, unless specifically exempted, failure to complete the participation requirements for the County Wellness Program by the stated deadline would result in movement of the participant to Non-Participating status and retroactive billing of the premium difference to the beginning of the premium period. Brad Basse moved that, for newly hired employees, the wellness program discount requirements have a completion deadline of sixty days from the initial date of the employee’s eligibility for health insurance. John Lumley seconded the motion. Motion carried.

Correspondence

Fair Board Agenda – December, 2014

State Department of Audit – Special District Compliance Report

DEQ – Airport Operator’s Annual Inspection Report

Airport Monthly Operations Report – November, 2014

Governor’s Office – Hope Gebes Appointment

Land Use Planning Board Minutes – October, 2014

Natural Resource Planning Board Minutes – November, 2014

The Commissioners reviewed the correspondence items. No further action on the items was required at this time.

Adjournment

There being no further business to come before the Board of County Commissioners at this time, Brad Basse moved to adjourn. Chairman Baker declared the meeting adjourned at 7:30 p.m.

ATTEST:

Mike Baker, Chairman

Nina Webber, Clerk to the Board