

STATE OF WYOMING)
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COUNTY OF HOT SPRINGS)
OFFICE OF THE BOARD OF
COUNTY COMMISSIONERS
THERMOPOLIS, WYOMING
June 16, 2015

The Hot Springs Board of County Commissioners met in regular session on Tuesday, June 16, 2015 at 4:00 p.m. in the Public Meeting Room at the Government Annex. Present were Commissioners Brad Basse, John Lumley and Tom Ryan. Also present were County Clerk Nina Webber, County Attorney Jerry Williams and Administrative Assistant to the Commissioners Penny Herdt. Chairman Basse 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:** 5. Consider Bid Documents – Guardrail Project
6. County Attorney File Cabinet Request

Tom Ryan seconded the motion. Motion carried.

Set Free Church Presentation

Frank Robbins appeared before the Commissioners to thank them for their support regarding the issues in the jail. It seems that the visitation issues have been successfully worked out and a plan is in the works regarding some of the other issues. Mr. Robbins presented the County with a significant donation toward facility improvements from the members of the Set Free Church. The Commissioners thanked Mr. Robbins for his work on these issues and for the church's generous contribution toward the facility improvement project.

ADA Sidewalk Quote

As requested at the last meeting, Chuck Carver presented a quote to replace the north side of the alley pan behind the courthouse. Tom Ryan moved to approve the bid from Patterson Construction for the ADA upgrade to the alley pan in the amount of \$5,170.00. John Lumley seconded the motion. Discussion: funds to come from the Sidewalk Replacement line item in the 2014-15 Budget. Motion carried.

Airport Update

Phase III/IV Update – The contractor has finished all the on-site work. Final paperwork including acceptance certificate, final quantity change order and partial pay estimate will be presented at the July 7th meeting.

Phase V – a. Reimbursable Agreement for Flight Check – Jeremy Gilb presented the agreement with the FAA for the commissioning flight inspection of the PAPIs and REILs on the runways at the new airport. John Lumley moved to authorize the Chairman's signature on the Non-Federal Reimbursable Agreement between the FAA and Hot Springs County in the amount of \$19,378.92. Tom Ryan seconded the motion. Motion carried.

b. Memorandum Of Agreement for AWOS – Mr. Gilb presented the MOA with the FAA for the AWOS system at the new airport. John Lumley moved to approve the Chairman's signature on the Memorandum of Agreement between the FAA and Hot Springs County for the AWOS system at the new airport. Tom Ryan seconded the motion. Motion carried. Mr. Gilb introduced a suggested update to the AWOS system to include a NADIN (National Airspace Data Interchange Network) connection, which would allow area weather data to be uploaded to the FAA's site and be accessible through the internet. Costs would include roughly \$2,000.00 for installation and a monthly connection fee of roughly \$60.00/month. Installation would be subject to 90/10 reimbursement by WYDOT. Mr. Gilb will gather more information and present this upgrade for consideration at a future meeting.

c. Operations & Maintenance Manual for AWOS – Mr. Gilb provided a copy of the OMM for the AWOS system for the Commissioners' review. No action was required at this time. After the Commissioners have had a chance to review the OMM, it will be presented for acceptance and signature at one of the July meetings.

Fuel System Update – Mr. Gilb discussed two possible funding methods for the airport fuel system. The system is expected to cost roughly \$300,000.00 if both AvGas and Jet fuel are provided. The WYDOT loan option carries a 5% interest rate, while the USDA loan option carries a 3.5% interest rate. Mr. Gilb will check into the required timelines for each option. Both loan options require a revenue generation plan as part of the application. Mr. Gilb will work with JT Aviation to collect data to formulate this plan.

Sealcoat & Mark Project – Mr. Gilb will present the contract for this project for signature at the July 7th meeting. There should be minimal coordination needed with airport contractors as the project is scheduled for late summer/early fall, when it is anticipated that most of the airport construction will be complete.

SRE / Terminal Building Update – Mr. Gilb reported that a work session to select an interior color scheme will be scheduled in the near future.

T-Hangars – County Attorney Williams discussed the pros and cons of the various options for moving/reusing the T-hangars from the old airport to the new one.

Grand Opening – Mr. Gilb presented a grant application for funding for the grand opening of the airport. This is a 100%, no match grant which would reimburse eligible expenses for the grand opening up to \$5,000.00. Tom Ryan moved to authorize the Chairman's signature on the Request For State Airport Aid application to WYDOT Aeronautics Division in the amount of \$5,000.00. John Lumley seconded the motion. Discussion: The Chairman's name is misspelled below the signature line. This will be corrected. Motion carried.

Public Hearing – Miller-Schmidt Subdivision Final Plat

Planner Bo Bowman reported that, since the approval of the preliminary plat, there have been a couple of changes made. Lots 1 & 2 have been combined, eliminating Lot 2 from the plat. All other lot numbers remain the same. The owners of the subdivision have also purchased the portion of Lane 14 that abuts the subdivision, which changes the road's status from a public road to a private road. Consequently, that portion of Lane 14 has been dedicated to public use on the final plat. Roads and utilities have been constructed within the subdivision and one home has been installed. Mr. Bowman noted that the plat is not quite ready for the Chairman's signature, as one of the owners has not yet signed the plat. Mr. Bowman suggested approval of the plat for signature outside of a regular meeting as soon as the remaining owner's signature is obtained. Chairman Basse declared the hearing open for public comment at 5:19 p.m. Landowners Phyllis Crandall and Doris Hurlburt expressed concern about access to their properties and maintenance of Lane 14 with the purchase of a portion of the road by the owners of the subdivision. Project engineer Anthony Barnett pointed out that the portion of Lane 14 now encompassed by the subdivision is formally dedicated to public use on the plat, which should eliminate access concerns by those living on the portion of Lane 14 not encompassed by the plat. Planner Bowman reviewed the road maintenance provisions in the subdivision covenants to address the landowners' maintenance concerns. Mr. Barnett asked that, as the subdivision is being marketed as "Crimson View Acres", he would like to see all legal documents reflect both names (Miller-Schmidt Subdivision and Crimson View Acres) to alleviate any confusion going forward. After three calls for further public comment, receiving none, Chairman Basse declared the public hearing closed at 5:45 p.m. John Lumley moved to approve the Chairman's signature on the final plat of the Miller-Schmidt Subdivision after the final owner's signature has been affixed. Tom Ryan seconded the motion. Discussion: a notation will be added to the plat indicating that the subdivision will henceforth be known as Crimson View Acres. Motion carried.

Board Appointments

The Commissioners reviewed the applications received in response to advertising for openings on the following boards: BHB Nature & Discovery Center JPB – 1 Opening, 1 Applicant, Hospital – 2 Openings, 2 Applicants, Library – 1 Opening, 5 Applicants, Museum – 1 Opening, 5 Applicants, Travel & Tourism – 1 Opening, 2 Applicants. Staff noted that one application for the Museum Board was not received until after the deadline and was therefore disqualified. After consideration of the applications, the Commissioners completed a ballot and submitted it to the Clerk for tabulation. Clerk Webber read the results of the tabulation. Tom Ryan moved to make the following appointments:

<u>BHB Nature & Discovery Center JPB</u>	Peter Coggi
<u>Hospital</u>	Josh Conrad, Breez Daniels
<u>Library</u>	Barbara Vietti, Jennifer Paris
<u>Museum</u>	Phyllis Baker
<u>Travel & Tourism</u>	Richard Tudor

John Lumley seconded the motion. Discussion: Chairman Basse noted the large number of applicants and expressed the Commission's appreciation for the interest shown by members of the public in serving on the various boards in the County. Mr. Basse stated that there were many qualified applicants for all of the boards and encouraged those who were not selected this time to reapply as future openings occur. Motion carried.

MOU – UW Extension Educator

John Lumley moved to approve the Chairman's signature on the Memorandum of Understanding between Hot Springs County and the University of Wyoming for the time period of July 1, 2015 – June 30, 2020. Tom Ryan seconded the motion. Discussion: the County Attorney indicated in response to questioning that he felt that technically the Commissioners should not approve agreements in excess of four years, to avoid binding future Commissions. The motion was withdrawn. John Lumley moved to approve the Chairman's signature on the MOU between Hot Springs County and the University of Wyoming for the time period of July 1, 2015 – June 30, 2019. Tom Ryan seconded the motion. Motion carried.

Juvenile Detention Center Contract

The Commissioners reviewed a contract with Natrona County for the housing and transportation of juveniles on an as-needed, as-available basis. The County Attorney has reviewed and approved the agreement. John Lumley moved to approve the Chairman's signature on the Juvenile Detention Agreement between Hot Springs County and Natrona County for the housing and transportation of juveniles covering the time period of July 1, 2015 – June 30, 2017. Tom Ryan seconded the motion. Discussion: the contract services will be billed at a rate of \$195/day. Motion carried.

Other Business

Joint Law Enforcement Center Agreement Extension – Commissioner Lumley reported that his research into the expense split with the Town shows that the 60-40 split changed to 50-50 when the County ceased to provide nursing services at the jail. John Lumley moved to approve the extension of the Joint Law Enforcement Center Agreement between Hot Springs County and the Town of Thermopolis as set out in the original agreement dated December 20, 2005, for the time period of March 24, 2015 – December 31, 2018, with the stipulation that in the event that the Sheriff once again provides nursing services at the Jail facility the Commission reserves the right to revisit the issue of splitting the expense of the detention nurse's salary 60-40 with the Town. Tom Ryan seconded the motion. Motion carried.

Consider Letter & Settlement Offer to Trane, Inc. – Chairman Basse asked that this item be rescheduled to the June 30th meeting as the letter and settlement offer are not yet finalized. It was decided that Chairman Basse would email Trane's legal representative to let them know that a response will be forthcoming as soon as possible after the June 30th meeting.

Consider Letter to Sheriff Falgoust re: Budget Work Session – A letter has been drafted to Sheriff Lou Falgoust regarding the inappropriate conduct of his department's representative during a budget work session last week. Tom Ryan moved to approve the letter as drafted. John Lumley seconded the motion. Discussion: Chairman Basse will hand deliver the letter to Sheriff Falgoust. Motion carried.

Hangar Lease with AERO Plus – The County Attorney has reviewed the proposed ground lease document and has made changes to paragraph 12 regarding indemnity and added a paragraph at the end regarding third party beneficiary exclusion. Tom Ryan moved to approve the Hangar Lot Ground Lease Agreement between Hot Springs County and Aero Plus for the ground under their hangar at the new airport. John Lumley seconded the motion. Discussion: it was suggested that the Ground Lease be approved in a generic form to facilitate future leases. Motion withdrawn. Second concurred. Tom Ryan moved to approve the Hangar Lot Ground Lease in a generic form. John Lumley seconded the motion. Motion carried. Clerk Webber will scan and email the revised lease to Aero Plus for their review and signature.

Guardrail Project Bid Documents – Road & Bridge Supervisor Dave Schlager presented the final bid documents for the East River Road Guardrail Project for the Commissioners' consideration. The County Attorney has completed his review of the document. Mr. Schlager expressed concern about the size of the project and requested the Commissioners' permission to obtain the services of an engineering firm to oversee the bidding process. John Lumley moved to approve the bid documents for the HRRR Guardrail project on East River Road and authorize Mr. Schlager to issue a request for proposals from engineering firms to oversee the bidding process and the administration of the project. Tom Ryan seconded the motion. Motion carried.

County Attorney File Cabinet Request – The County Attorney presented a bid for a new file cabinet needed in his office. Tom Ryan moved to authorize the purchase of a file cabinet by the County Attorney's office for an amount not to exceed \$500.00, with funds to come from Courthouse Equipment. John Lumley seconded the motion. Motion carried.

Correspondence

NRPC Minutes – May, 2015

BLM – BHB RMP & Final EIS CD

Manning Family – Thank You

Fair Board Minutes – May, 2015

Airport Operations Report – May, 2015

Charter Communications – Channel Change Notification

H Diamond W Youth Camp – Bridge Inspection Report

WYDOT

Adjourn

There being no further business to come before the board, John Lumley moved to adjourn. Brad Basse declared the meeting adjourned at 6:40 p.m.

ATTEST:

Brad Basse, Chairman

Nina Webber, Clerk to the Board