

STATE OF WYOMING)
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COUNTY OF HOT SPRINGS)

OFFICE OF THE BOARD OF
COUNTY COMMISSIONERS
THERMOPOLIS WYOMING
July 7, 2015

The Hot Springs County Board of Commissioners met in regular session on Tuesday, July 7, 2015 at 9:00 a.m. in the Commissioners Room at the Government Annex.

Present were Commissioners Brad Basse, John Lumley, and Tom Ryan. Also present were County Attorney Jerry Williams, County Clerk Nina Webber and Administrative Assistant Penny Herdt. Chairman Basse led those present in the Pledge of Allegiance.

Approval of Agenda

John Lumley made a motion to approve the agenda with the following changes:

ADD: Marie McDougall 1. c. County Health Officer Contract
DELETE: Tobi Johansen 2. Rec District/Fairboard Negotiations Update
Tom Ryan seconded the motion. Motion carried.

Approval of Minutes

Tom Ryan made a motion to approve the minutes of the regular meetings on June 2 and 16, 2015 as presented. John Lumley seconded the motion. Motion carried.

Public Health Contracts

Public Health Director Marie McDougal presented the following contracts for the Commissioners' consideration. All the contracts have been reviewed and approved by the County Attorney.

County Health Officer – This contract provides partial funding for the County Health Officer (Dr. Howard Willson's position). Tom Ryan moved to approve the County Health Officer contract between the State Department of Health and Hot Springs County in the amount of \$9,600.00 for the term ending June 30, 2016. John Lumley seconded the motion. Motion carried.

Public Health Response Capability – This contract provides funding for the development of public health emergency preparedness and disaster response capabilities within the County (primarily Mary Gordon's position). John Lumley moved to approve the PHRC contract between the State Department of Health and Hot Springs County in the amount of \$40,000.00 for the term ending June 30, 2016. Tom Ryan seconded the motion. Motion carried.

Ebola / Infectious Disease Preparedness – The purpose of this contract is to aid the development of accelerated public health preparedness planning for the Ebola virus and other major infectious diseases in the County through implementation of the CDC and Prevention Public Health Preparedness Capabilities. John Lumley moved to approve the Ebola/Infectious Disease Preparedness contract between the State Department of Health and Hot Springs County in the amount of \$19,016.00 for the term ending April 30, 2016. Tom Ryan seconded the motion. Motion carried.

Maintenance Monthly Report

Maintenance Foreman Chuck Carver asked for the Commissioners' approval to remove part of the countertop in the Circuit Court office so that the office copier might be moved out of the jury room and into the main office. The Commissioners gave Mr. Carver the go-ahead to do this.

The heat pump system has been adjusted to return local control to each office. Some of the heat pumps are working fine after these adjustments and some of them still are not. Mr. Carver will continue to work on this.

The concrete work behind the JLEC and at the end of the alley is nearly finished. The cost was lower than the estimate for the section behind the JLEC, and higher for the ADA work at the end of the alley.

The cabinets and countertops for the relocation of the fingerprint machine in the jail have been received and that project should be complete this week.

A source for the replacement tiles for the War Memorial at the Museum has been identified and the tiles should be ordered shortly.

Chairman Basse asked Mr. Carver to give special priority this year to the renovation of the basement bathroom to an ADA-compliant unisex restroom, the remodel of the jail visitation area, blind replacement in the Courthouse and the concrete work by the Library.

Emergency Management Monthly Report

Emergency Management Coordinator Bill Gordon reported that he felt that County residents were quite fortunate that this spring's weather events were not as damaging as they might have been. Mr. Gordon suggested that local residents consider acting in a proactive fashion to reduce their vulnerability going forward. Mr. Gordon also extended his sincere appreciation to Dave Schlager and the rest of the Road & Bridge department for all their assistance during these weather events.

Wyoming Inter-County Mutual Aid Agreement – Mr. Gordon presented a mutual aid agreement between Hot Springs and eight other counties/tribes to provide assistance if requested in the event of an emergency, disaster or overtaxing planned event that exceeds the resources available in the Requesting Agency's jurisdiction. Tom Ryan moved to authorize the Chairman's signature on the WICMA Agreement. John Lumley seconded the motion. Motion carried.

Road & Bridge Monthly Report

Road & Bridge Supervisor Dave Schlager reported that repairs to water-damaged roads are mostly complete. Several clogged culverts have been cleared and the washout on 4-Mile road has been plugged. Construction projects involving the County's right of way for RT Communications and South Thermopolis Water & Sewer District will begin soon. Pothole patching on paved roads will begin as soon as the underlying soil dries out.

Guardrail Project Administration Proposals – Clerk Webber presented the proposals received for administration of the guardrail project. Proposals were received from Owl Creek Engineering for \$6,500.00, Engineering Associates for \$5,600.00 and Gores & Associates for \$10,465.00. The proposals were turned over to Mr. Schlager for his review. Mr. Schlager will return with a recommendation at the July 21st meeting.

Utility License Agreement – High Plains Power – High Plains Power submitted a Utility License Application to place an overhead power line across East Sunnyside Road approximately 0.82 miles east of the Highway 20 intersection. No new structures will be placed within the County's right of way. Mr. Schlager has inspected the location and sees no conflicts. John Lumley moved to approve the Utility License Agreement with High Plains Power for installation of an overhead power line crossing County Road #27E approximately 0.82 miles east of the intersection of CR 27 and Highway 20 North. Tom Ryan seconded the motion. Motion carried.

Airport Fire Number Assignments – Mr. Schlager presented a draft proposal of the fire numbering system at the new airport for the Commissioners' review. After reviewing the proposal, the Commissioners asked Mr. Schlager to make a few changes and return on July 21st for a final review.

L-TAP2 Paved Road Condition Summary Report – Mr. Schlager reviewed the report compiled by the State on the condition of the paved roads within Hot Springs County. Copies of this report are available for viewing at the Road & Bridge office and the County Clerk's office.

Youth Alternatives Monthly Report

Director Barb Rice reported there are currently eight participants in her program. The Alive at 25 class held last month had nineteen participants and will be held every other month going forward. With the warmer weather there have been many opportunities for Community Service projects. Ms. Rice noted that she has received the annual VOA grant application and will submit it for signature at a future meeting.

Planner Monthly Report

Planner Bo Bowman reported the NRPC will be meeting on July 8th. The LUPC will meet on the 15th. Septic activity is picking up. Mr. Bowman noted that he is checking on a reported septic system failure in the Red Lane area. Chairman Basse asked Mr. Bowman to pass on to the NRPC information regarding the so-called "rogue" wells within the County. Mr. Basse has been informed by the State that the wells are actually operating within their water right and adjudicated amounts, and therefore should not be referred to as "rogue" wells. Mr. Bowman reviewed the most Split Notification Memos from the Assessor and stated that they are family splits and boundary adjustments and need no further action.

Kiwanis Health Fair Rebates

Kiwanis Health Fair Chairman Lea Schoenewald appeared before the Commissioners to discuss the prices negotiated for employee blood work at the last Health Fair. Mrs. Schoenewald noted that the Health Fair is a major fundraiser for the Kiwanis club and all money raised is used for scholarships for local youth. The source of those funds is rebates received from Wyoming Health Fairs on the cost of the various tests offered through the Health Fairs. When the County negotiated a lower cost for the tests required for employees who participate in the County’s Wellness Program, the rebates on those particular tests for County Employees were not given to Kiwanis, resulting in approximately \$1100.00 less in funds available for the scholarships this year. The Commissioners agreed to take this into consideration when setting up the testing with Wyoming Health Fairs in the coming years.

2016 Hall of Fame

Chairman Lumley presented the list of those chosen for the 2016 Hot Springs County Hall of Fame. Induction for the 2016 Class will be held on January 16, 2016. John Lumley moved to sign the following proclamation naming the Hot Springs County Hall of Fame Class of 2016:

2016 CLASS
OF THE HOT SPRINGS COUNTY
HALL OF FAME
A PROCLAMATION

WHEREAS the quality of life in a community is directly traceable to the contributions of its citizens;

WHEREAS, it is the pleasure of the Hot Springs County Commissioners to recognize those who have made a significant contribution to this extraordinary community we call home;

WHEREAS, the search committee, which exists at the pleasure of the Commissioners, has identified five current and former citizens whose contributions qualify them for inclusion in the Hot Springs County Hall of Fame at this time;

NOW, THEREFORE, we, the members of the Hot Springs County Board of Commissioners do hereby proclaim the establishment of the 2016 Class of the Hot Springs County Hall of Fame consisting of the following individuals:

- Dorothy Milek – County Historian**
- Dora McGrath – First woman State Senator in Wyoming**
- Dr. Dana Carter – Pioneer of Medicine in Hot Springs County**
- John Herrin Sr. – Former President of Empire Oil**
- Bill Smith – World Champion Bronc Rider & Founder of the World Famous Horse Sale**

IT IS FURTHER PROCLAIMED, that the induction ceremony for the Class of 2016 will be celebrated on Saturday, January 16, 2016.

In witness whereof, we have hereunto set our hands on this 7th day of July, 2015.

Brad Basse, Chairman John Lumley, Vice-Chairman Tom Ryan, Commissioner	ATTEST: Nina Webber, Hot Springs County Clerk
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Tom Ryan seconded the motion. Discussion: Chairman Basse thanked Commissioner Lumley for his ongoing efforts as a part of the Hall Of Fame committee. Commissioner Lumley noted that there were 133 names submitted to the committee for consideration this time. Motion carried.

Other Business

Excess Risk Reinsurance-Advance Funding Option – Clerk Webber presented the Specific Advance Funding Option form required by the County’s excess risk reinsurance carrier for the Commissioners’ approval. Tom Ryan moved to authorize the Chairman’s signature on the Specific Advance Funding Option Administrative Letter from Excess Risk Reinsurance, Inc. John Lumley seconded the motion. Motion carried.

Museum Board Member Resignation – Brandi Voss submitted her resignation from the Museum Board effective July 1st due to her move to Worland. John Lumley moved to accept the resignation, send a letter of thanks for Ms. Voss’s service and authorize the Clerk to advertise the opening. Tom Ryan seconded the motion. Motion carried.

Resolution 2015-04 Revisions – Several errors were discovered in the resolution to name the entrance road to the new airport. Those errors have been corrected and the resolution now reads as follows:

RESOLUTION 2015-04

A RESOLUTION TO NAME NEW AIRPORT ENTRY ROAD

WHEREAS the Hot Springs County Board of Commissioners finds a need to name the primary access road off Highway 120 West to the new airport located at 1047 Highway 120 West, and

WHEREAS the County requires that primary access roads consisting of three or more structures be named prior to assigning fire numbers to ensure service by law enforcement and emergency,

NOW THEREFORE BE IT RESOLVED by the Hot Springs County Board of Commissioners that the primary access road for the new airport located at 1047 Highway 120 West shall be known henceforth as Manning Road

APPROVED AND ADOPTED this 2nd day of June, 2015.

ATTEST:

Nina Webber, County Clerk

Brad Basse, Chairman

John Lumley, Vice-Chairman

Tom Ryan, Commissioner

Airport Update

FAA AIP-04 Request for Reimbursement #14 – Jeremy Gilb presented FAA RFR #14 for the Commissioners' approval. Tom Ryan moved approval of FAA Project 3-56-0043-04 RFR #14 in the amount of \$133,423.32. John Lumley seconded the motion. Motion carried.

WYDOT-Aeronautics Division THP-11E Request for Reimbursement #14 – Mr. Gilb presented WYDOT-Aeronautics Division RFR #14 for the Commissioners' approval. John Lumley moved approval of WYDOT-Aeronautics Division Project THP-11E RFR #14 in the amount of \$11,859.85. Tom Ryan seconded the motion. Motion carried.

FAA AIP-05 Request for Reimbursement #1 – Mr. Gilb presented FAA AIP-05 RFR #1 for the Commissioners' approval. Tom Ryan moved approval of FAA Project 3-56-0043-05 RFR #1 in the amount of \$17,441.03. John Lumley seconded the motion. Motion carried.

WYDOT-Aeronautics Division ATHP-11F Request for Reimbursement #1 – Mr. Gilb presented WYDOT-Aeronautics Division RFR #1 for the Commissioners' approval. John Lumley moved approval of WYDOT-Aeronautics Division Project ATHP-11F RFR #1 in the amount of \$1,550.31. Tom Ryan seconded the motion. Motion carried.

FAA AIP-05 Request for Reimbursement #2 – Mr. Gilb presented FAA AIP-05 RFR #2 for the Commissioners' approval. Tom Ryan moved approval of FAA Project 3-56-0043-05 RFR #2 in the amount of \$79,005.64. John Lumley seconded the motion. Motion carried.

WYDOT-Aeronautics Division ATHP-11F Request for Reimbursement #2 – Mr. Gilb presented WYDOT-Aeronautics Division RFR #2 for the Commissioners' approval. John Lumley moved approval of WYDOT-Aeronautics Division Project ATHP-11F RFR #2 in the amount of \$7,022.72. Tom Ryan seconded the motion. Motion carried.

WYDOT-Aeronautics Division THP-12A Request for Reimbursement #6 – Mr. Gilb presented WYDOT-Aeronautics Division THP-12A RFR #6 for the Commissioners' approval. Tom Ryan moved approval of WYDOT-Aeronautics Division THP-12A RFR #6 in the amount of \$72,181.53. John Lumley seconded the motion. Discussion: Mr. Gilb noted that the County's share of this RFR includes both reimbursable and non-reimbursable amounts, for a total of \$9,590.67. Mr. Gilb also noted that the invoice number on this RFR should be Pay Estimate #2, not #1. This will be corrected prior to submission of the RFR to the State. Chairman Basse abstained from the vote due to his status as a subcontractor on the project. Motion carried.

WYDOT-Aeronautics Division ATHP-17A Request for Reimbursement #1 - Mr. Gilb presented WYDOT-Aeronautics Division RFR #1 for the Sealcoat & Pavement Marking project for the Commissioners' approval. John Lumley moved approval of WYDOT-Aeronautics Division Project ATHP-17A RFR #1 in the amount of \$9,900.00. Tom Ryan seconded the motion. Motion carried.

WYDOT Payment Process Discussion – Mr. Gilb reported that, due the retirement of a key person at WYDOT, the payment process is in flux at this point. He anticipates that the grant reimbursements will be back on schedule very soon and wanted the Commissioners to know that GDA is keeping a close eye on the situation.

WYDOT Agency Agreement – Mr. Gilb presented an agreement allowing WYDOT to act as the pass-through agent for federal funds received for the new airport. The County Attorney has reviewed and

approved the agreement. John Lumley moved to approve the Chairman's signature on the WYDOT Agency Agreement between WYDOT-Aeronautics Division and Hot Springs County. Tom Ryan seconded the motion. Motion carried.

Phase III & IV – The Notices of Final Payment for Phase III and Phase IV were presented for the Commissioners' consideration. The notices specify June 12, 2015 as the Final Acceptance date for Phase III and Phase IV. Tom Ryan moved to issue Notice of Final Payment for Phase III of the Airport relocation project. John Lumley seconded the motion. Discussion: after advertising is complete, final payment of retainage will be issued August 26, 2015. Motion carried. John Lumley moved to issue Notice of Final Payment for Phase IV of the Airport relocation project. Tom Ryan seconded the motion. Discussion: after advertising is complete, final payment of retainage will be issued August 26, 2015. Motion carried.

Phase V Update

- a. Operations & Maintenance Manual – AWOS – Mr. Gilb requested the Commissioners' approval of the Operations and Maintenance Manual for the AWOS system as presented last month for review. John Lumley moved to approve the Chairman's signature on the Operations & Maintenance Manual for the AWOS system at the new airport. Tom Ryan seconded the motion. Motion carried.
- b. Change Order No. 1 – Phase V – Mr. Gilb presented Change Order No. 1 for Phase V of the airport project. This change order includes the UNICOM license for the new airport in the amount of \$1,766.70, the Cell Modem Kit for the NADIN connection as discussed at the June 16th meeting in the amount of \$1,447.00, and a 5-year service contract for the AWOS NADIN Service Data Collection at the rate of \$1,081.26/year. The UNICOM License is AIP eligible; the remaining items are not AIP eligible, but may be eligible for WYDOT reimbursement. John Lumley moved to authorize GDA to move forward with the UNICOM License application and the Cell Modem Kit – Avimet DataLink Verizon (items L-136c and L136d on the change order), pending FAA and WYDOT concurrence. Tom Ryan seconded the motion. Discussion: the NADIN service contract (item L-136e) will be considered after receiving the eligibility determination from WYDOT Aeronautics Division. Motion carried.
- c. Ground Rods – Mr. Gilb reported that additional ground rods are being installed to meet the resistance readings specified by the FAA
- d. Electrical Vault Relocation – The electrical vault is being relocated to increase efficiency and reduce costs. This will require a new contract with High Plains Power, which will be submitted for approval at a future meeting. Chairman Basse asked Mr. Gilb to notify Dave Schlager of this change so that an accurate fire number can be assigned to the vault location.

Fuel Tank Update – Mr. Gilb provided applications for fuel system funding from both WYDOT and the USDA in the amount of \$300,000.00. Length of the loan would be generally the service life of the equipment. After consideration, the Commissioners elected to move forward with the USDA loan for two tanks in the amount of \$300,000.00 due to a difference in interest of roughly \$2,600.00/year. Clerk Webber will work with the Attorney Williams to complete the paperwork requirements for the loan application. Chairman Basse will obtain the rate quote letters from the local banks. Staff will prepare the Notice of Intent to File Application for publication on July 23, 2015.

Seal Coat & Mark Project – Mr. Gilb reported the wrong wage rate was used by WYDOT so a change order to the contract will be forthcoming. Also, when the grant was written, WYDOT inadvertently left out the administration fees, so the grant will also be amended. John Lumley moved to approve the Chairman's signature on the contract with Straight Stripe Construction for the Airport Sealcoat & Mark project in the amount of \$131,157.00. Tom Ryan seconded the motion. Motion carried.

Grand Opening Update – Mr. Gilb suggested November 7th as the date for the Grand Opening of the new airport, as Governor Mead is unavailable until then. Commissioners agreed to tentatively set the date for November 7, 2015.

Scope of Work for Airport Airspace Analysis As-Built Survey, Establishment of Permanent Airport Control (PACS & SACS), and ALP Update – Mr. Gilb presented the scope of work document for completion of the FAA Airport Airspace Analysis As-Built Survey for the Commissioners' consideration. Funds for this project will come from the Phase V grant. John Lumley moved to approve the Scope of Work for Airport Airspace Analysis As-Built Survey, Establishment of Permanent Airport Control (PACS & SACS), and ALP Update. Tom Ryan seconded the motion. Motion carried.

SRE Building Color Packet Review – Ron Yount presented proposed color schemes for the SRE

building for the Commissioners' review. The Commissioners gave Mr. Yount their suggestions to incorporate into the final color selections.

T-Hangar Lease/Purchase Discussion – The Commissioners stated goal for the T-Hangars is to provide a place for all the planes currently housed at the old airport at the new airport on the day it opens. They would like to offer the current owners a reasonable price and then offer that same price to the general public on any hangars not purchased by the current owners. The County Attorney reviewed different options for accomplishing this goal. All the T-Hangars at the old airport are presently leased. Current tenants Dr. Howard Willson and Tim Lippincott were present to offer their suggestions also. A final lease option proposal will be presented for public discussion during the Commission meeting at 5:30 p.m. on July 21st.

Correspondence

USDA Forest Service – Shoshone Forest RMP Grant Closure Notification

Bureau of Reclamation – Runoff Forecast

Dept. of Health – Linette Johnson Retirement

Dept. of Audit – Special District Funding Authorization

Koerwitz, Michel, Wright & Associates – Audit Reporting Requirement Changes

NOWCAP - Housing Preservation Program Pre-Application Notice

Chamber of Commerce Newsletter – July, 2015

Phyllis Baker – Thank You

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 at this time, Tom Ryan moved to adjourn. John Lumley seconded the motion. Chairman Basse declared the meeting adjourned at 3:30 p.m.

Attest:

Brad Basse, Chairman

Nina Webber, Clerk to the Board