

STATE OF WYOMING)
)
COUNTY OF HOT SPRINGS)

OFFICE OF THE BOARD OF
COUNTY COMMISSIONERS
THERMOPOLIS
WYOMING August 2, 2016

The Hot Springs County Board of Commissioners met in regular session on Tuesday, August 2, 2016 at 9:00 a.m. in the Commissioners Room at the Courthouse.

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

Approval of Agenda

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

DELETE: Barb Rice 5. Youth Alternatives Monthly Report

Tom Ryan seconded the motion. Motion carried.

Approval of Minutes

Tom Ryan made a motion to approve the minutes of the Year-End Budget meeting on June 30, the regular meetings on July 5 and 19, and the Final Budget Hearing on July 18, 2016 as submitted. Brad Basse seconded the motion. Motion carried.

FBO Monthly Operations Report

Owl Creek Aviation representative Nate Messenger reported a total of 166 total recorded operations at the airport in July, including four air ambulance flights. Six aircraft spent overnight at the airport last month. There were 834.9 gallons of Av Gas and 245 gallons of Jet fuel sold last month. The Av Gas fuel meter has been replaced twice and has locked up again. Garsite is currently planning to install a different model of meter. Mr. Messenger noted that he still has not received the codes to make the credit card service with CSV work. This will be more of a problem if it continues after the fuel meter issue is corrected. Planning for the August 13th Fly-In is well underway. There will be a pancake breakfast, Young Eagle flights and door prizes, among other activities. The event is being advertised through the Chamber of Commerce, on the WAOPA website, and in the local paper and the Buyer's Guide

Maintenance Monthly Report

Maintenance Foreman Chuck Carver reported having some issues with the cooling loop in the HVAC system for the Courthouse. He has put lockdowns on some of the heat pump thermostats to prevent operation outside the normal range and is working on some of the temperature sensors.

Museum – The work on the façade has been completed. Repairs have been made to the oil drains on the HVAC system and it is functioning well.

Courthouse – At Mr. Carver's request, the Fire Marshall is reviewing the capacity/occupancy limit on the District Courtroom so that correct signage may be placed in the Courtroom. Work is also underway to install lighted EXIT signs in that area.

Road and Bridge Monthly Report

Road and Bridge Supervisor Dave Schlager reported work is finished on the Buffalo Creek stabilization project for this year. Blading and mowing of county roads and rights of way continues. Work continues on Bridger Creek to replace culverts and blade the road. Notice of Intent to close out the guard rail project has been received from WYDOT. Commissioner Basse noted that GDA submitted the IRP grant application to WYDOT for design work on Black Mountain Road today.

Planner Monthly Report

Planner Bo Bowman reported that the NRPC will meet on August 10th. The Planning Board will meet on August 17th and will consider the Fantaskey two-lot subdivision application at that time. Mr. Bowman reported that the grant application for the Red Lane Groundwater Study was denied for this funding cycle.

Emergency Management Monthly Report

Emergency Management Coordinator Bill Gordon reviewed the DRAFT Memorandum of Understanding between Hot Springs County and the HSC Fire District #1 which he had previously submitted for the Commissioners' and County Attorney's review. This MOU covers the installation and housing of computer

equipment owned and maintained by Hot Springs County, which will provide a safe and secure off-site backup location for county data, and access to and use of pre-designated areas of the Firehall for County Offices to access their computer records and carry on business should it become necessary for one or more of them to vacate their offices elsewhere. The Commissioners had no suggested changes. The County Attorney asked that the Fire Department be added as a signatory and that the venue for any action arising from the MOU be changed in item 7.B. *Applicable Law* from First Judicial District, Laramie County, Wyoming to Fifth Judicial District, Thermopolis, Wyoming. Mr. Gordon will present the amended agreement to the Fire District Board on August 16th for their final approval.

Fire Ban

Brad Basse moved to add Deputy Fire Warden Clint Huckfeldt to the agenda to discuss a potential fire ban in the county. Tom Ryan seconded the motion. Motion carried. Mr. Huckfeldt arrived and presented the proposed resolution to institute a partial fire ban in the county, beginning August 12, 2016. Brad Basse moved to approve Resolution 2016-13 as follows:

RESOLUTION #2016-13

ESTABLISHING FIRE RESTRICTIONS FOR HOT SPRINGS COUNTY

WHEREAS, based upon recommendations of the **Hot Springs County Fire Warden**, the **Board of Hot Springs County Commissioners** are empowered by WYOMING STATE STATUTE **35-9-301** through **35-9-304** to close areas to fire when fire danger in the County is extreme because of drought, the presence of any excessive amount of flammable material or for any other sufficient reason; and

WHEREAS, the **Board of Hot Springs County Commissioners** find there is an extreme danger of fire throughout Hot Springs County because of drought conditions and there is a presence of excessive amounts of flammable materials and the fire danger is aggravated by open burning and the use of incendiary devices:

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF HOT SPRINGS COUNTY COMMISSIONERS:

1. Effective August 12, 2016 – Until further notice of this Board, any open fire or discharge of any class A, B, and/or C fireworks is prohibited on all unimproved State and Private Land including, but not limited to, all land owners in Hot Springs County or in which HOT SPRINGS COUNTY holds or owns an interest, including county roads, easements and rights-of-way in Hot Springs County. The prohibition is subject to the following exceptions:

- A. Trash or refuse burned between the hours of 6:00 P.M. and 8:00 A.M. inside containers equipped with spark arrestors which are located within a cleared area that has at least a TEN (10) foot radius, and comply with all other laws and requirements.
- B. Camp Fires contained within an established fire ring at an established campground provided the fire is in compliance with BLM, FOREST SERVICE, and NATIONAL PARK SERVICE regulations in effect at the time.
- C. Charcoal fires within enclosed grills.
- D. Use of acetylene cutting torches or electric arc welders provided the torches or welders are used within a cleared area with at least a TEN (10) foot radius
- E. Propane or open fire branding activities provided the branding activities are conducted within a cleared area with at least a TEN (10) foot radius.
- F. Use of chain saws provided the chain saws have spark arrestors properly installed and functioning.
- G. Federal, State or Local Fire or Law Enforcement Officers participating in Fire, Emergency and Law Enforcement Activities.
- H. Public-sponsored fireworks displays which are coordinated with the Hot Springs County Fire Warden or his designee.

2. Unimproved land is defined to mean cropland, agricultural land and undeveloped land which predominately remains in its natural forested or range condition.

3. The County Fire Warden shall promptly notify the Hot Springs County Board of Commissioners of any changes in the severity of the fire danger.

BE IT FURTHER RESOLVED, that penalties specified in **W.S.S. 35-9-304** may be imposed for violations of this resolution, i.e. a fine not to exceed **ONE HUNDRED dollars (\$100.00) or imprisonment not to exceed thirty (30) days or both, to which may be added cost of restitution.**

BE IT FURTHER RESOLVED that the Hot Springs County Fire Warden shall notify the Wyoming State Forester of the limitations provided for by this resolution, as well as any and all Commissioners' Rules and Regulations and shall assist in the public notification by posting the order and circulating it to all local media.

Passed and Approved this 2nd day of August, 2016

ATTEST:

Nina Webber, County Clerk

John Lumley, Chairman
Tom Ryan, Vice-Chairman
Brad Basse, Commissioner

Tom Ryan seconded the motion. Motion carried.

2016 Mill Levy Report

Assessor Shelley Deromedi presented the 2016 Report of Valuation, Levies & Taxes for the Commissioners' consideration. Total assessed valuation for 2016 is \$139,392,004.00 for a total assessment amount including special districts levies and fee requests of \$9,186,415.00. Brad Basse moved to approve the 2016 Report of Valuation, Levies & Taxes as presented and to direct the Assessor to place the mill levies and special fee requests on to the 2016 County tax rolls. Tom Ryan seconded the motion. Motion carried. The full mill levy listing document is available in the Clerk's Office for public viewing.

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.

Infectious Disease Preparedness – The purpose of this contract is to aid the development of accelerated public health preparedness planning for the Ebola virus, the Zika virus and other major infectious diseases in the County through implementation of the CDC and Prevention Public Health Preparedness Capabilities. Tom Ryan moved to approve the Infectious Disease Preparedness contract between the State Department of Health and Hot Springs County in the amount of \$15,542.00 for the term ending March 31, 2017. Brad Basse seconded the motion. Motion carried.

County Health Officer – This contract provides partial funding for the County Health Officer. Mrs. McDougall reviewed the deliverables required from the County Health Officer as part of the contract between the State Public Health and the County. Brad Basse 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. Tom Ryan seconded the motion. Motion carried

Utility License Agreement – LU Ranch Company/D&J Fencing

D&J Fencing submitted a utility license agreement as a contractor for the LU Ranch Company for work on County Road 15-36 crossing the road approximately 50' from the cattle guard at 5061 Grass Creek Road. Road & Bridge Supervisor Dave Schlager has reviewed and approved the agreement. The required fee has been received. Tom Ryan moved to approve the Utility License Agreement between Hot Springs County and D&J Fencing for installation of a pipeline crossing County Road 15-36 as described in the application. Brad Basse seconded the motion. Discussion: The agreement was applied for by D&J Fencing as a contractor for the LU Ranch Company, so the agreement should be with the LU Ranch Company. Commissioner Ryan amended the motion to award the license to the LU Ranch Company. The second concurred with the amendment. Motion carried. Mr. Schlager will notify D&J Fencing of the name change on the license agreement.

Sheriff's Department Vehicle Quotes

Sheriff Lou Falgoust and Deputy Jeremie Kraushaar presented the two quotes received for the new departmental vehicle being considered for purchase for the Commissioners' review. Tom Ryan moved to approve the quote from Fremont Motors for a 2017 Ram 1500 SSV Crew Cab 4X4 pickup in the amount of \$13,457.00. Brad Basse seconded the motion. Discussion: the amount allotted for this vehicle in Rolling Stock was \$12,500, so budget adjustments may have to be made at a later date. Motion carried.

Airport Update

FAA AIP-04-RFR-#26/ WYDOT-Aeronautics Division ATHP-11E RFR #26 – GDA Representative Ford Roes presented FAA AIP-04 and WYDOT-Aeronautics Division ATHP 11E RFR #26 for the Commissioners' approval. Brad Basse moved approval of FAA Project 3-56-0043-04-2015 RFR #26 in the amount of \$654.75. Tom Ryan seconded the motion. Motion carried. Tom Ryan moved approval of WYDOT-Aeronautics Division Project ATHP-11E RFR #26 in the amount of \$58.20. Brad Basse seconded the motion. Motion carried.

FAA AIP-05-RFR-#13 / WYDOT-Aeronautics Division ATHP-11F RFR #13 – Mr. Roes presented FAA AIP-05 and WYDOT-Aeronautics Division ATHP 11F RFR #13 for the Commissioners' approval. Brad Basse moved approval of FAA Project 3-56-0043-05-2015 RFR #13 in the amount of \$18,356.17. Tom Ryan seconded the motion. Motion carried. Tom Ryan moved approval of WYDOT-Aeronautics

Division Project ATHP-11F RFR #13 in the amount of \$1,631.66. Brad Basse seconded the motion. Motion carried.

FCC 601 Schedule K – Mr. Roes presented form FCC 601 Schedule K for the Commissioners' signature. This is the final certification form confirming installation of the AWOS system for the Unicom license application. Brad Basse moved to approve the chairman's signature on form FCC 601 – Schedule K for the FCC application for radio service authorization. Tom Ryan seconded the motion. Motion carried.

T-Hangars – Mr. Roes reported that an architect has been hired and is working with the Fire Marshall's office to move forward on resolving the issues with the T-hangars. Commissioner Basse requested that GDA facilitate a meeting between the architect and the Commissioners to keep things moving with this item.

Drainage Issue – Clerk Webber reported that the corrected re-allocation request for funds for this project has been submitted to SLIB and she anticipates it will be approved at the next meeting of the SLIB.

Black Mountain Road Study

Mr. Roes reported that the IRP application for funding of the Black Mountain Road Study has been submitted to WYDOT. No further action is required at this time.

Other Business

Allegiance Administrative Services Agreement – Clerk Webber presented the ASA for the County's health plan for the Commissioners' signature. Brad Basse moved to approve the Administrative Services Agreement for the time period July 1, 2016 – June 30, 2017 between Hot Springs County and Allegiance Benefit Plan Management, Inc. as presented. Tom Ryan seconded the motion. Discussion: The County Attorney has reviewed the ASA and has no major objections to it. Motion carried.

Fair Building Floor Project – SLIB DDR #2 – Dave Schlager reported that the project is complete. Tom Ryan moved to approve SLIB DDR #2 for the Fairbuilding Floor Project in the amount of \$23,734.00. Brad Basse seconded the motion. Motion carried.

Museum Roof/Façade Repair – SLIB DDR #5 – Brad Basse moved to approve SLIB DDR #5 for the Museum Roof/Façade Repair project in the amount of \$352.00. Tom Ryan seconded the motion. Motion carried.

Guard Rail Replacement Project – DDR #3 – Tabled to 8/16/16 meeting as Clerk is unable to access the new system at WYDOT.

Correspondence

Museum Board Minutes – June, 2016

Wyoming Assn of Conservation Districts – State Convention Location Change Notification

ICMA – Government Practices Survey – Tom Ryan moved to ask the Clerk complete this survey.

Brad Basse seconded the motion. Motion carried.

Nikki Hill – Scholarship Thank You

The Commissioners reviewed the foregoing correspondence. No further action was required or taken except as noted.

Approve Bills

The following bills were submitted for approval: (see attached). Payroll for July, 2016 - \$169,702.27

Adjournment

There being no further business to come before the Board at this time, Tom Ryan moved to adjourn. Chairman Lumley declared the meeting adjourned at 1:25 p.m.

Attest:

John P. Lumley, Chairman

Nina Webber, Clerk to the Board

BILLS – JULY, 2016

MATTHEW BENDER & CO.,INC. 288.31 / VIOLA N. RYAN 27.00 / CAROL J. DOCKERY 40.32
WACO WY ASSOC OF CO OFFICERS 875.00 / GIFT OF THE WATERS 100.00 / S & H GLASS, INC. 440.00 /
DEPARTMENT OF HEALTH 1,788.56 / RAMS HEAD FINANCIAL SERVICES 150.00 /
HOT SPRINGS COUNTY LIBRARY 16,000.00 / GALLS LLC 21.19 / AFLAC (ACCOUNT #HW652) 727.20
ENTERPRISES TECHNOLOGY SERVICES 24.46 / ALEXA A. HANSON 27.00
ALLEGIANCE BENEFIT PLAN MANGT, INC. 136,128.57 / ANITA WEISBECK 69.94 / BARBARA J. BENT 32.56 /
BARBARA A. MOELLER 27.00 / BIG HORN WATER 85.20 / BETTY JEAN MARTINEZ 61.45 /
BLAIR'S SUPER MARKET 172.09 / AMERITAS LIFE INSURANCE CORP, 409.20 / BRUCE N. "BO" BOWMAN 11.88
CAROL M. SLAGLE 36.61 / CAROL A. WIDMAN 27.00 / CLOUD PEAK COUNSELING CENTER 1,950.00 /
THERMOPOLIS HARDWARE 366.01 / COLONIAL SUPPLEMENTAL INS. 34.70 / VERIZON WIRELESS 113.00
VERIZON WIRELESS 49.53 / VERIZON WIRELESS 70.73 / VERIZON WIRELESS 158.50 /
VERIZON WIRELESS 48.46 / COMMUNICATION TECHNOLOGIES 515.00 /
DEPARTMENT OF THE TREASURY 187.20 / DOORWAYS OF WYOMING 486.86 / ELLEN M. GALYAN 27.00 /
ELECTION SYSTEMS & SOFTWARE 6,304.49 / FIVE COUNTY JOINT POWERS BOARD 19,560.00 / SHELL 58.84
PINNACLE BANK OF THERMOPOLIS 42,347.49 / FRANDSON SAFETY INC. 411.00 /
MORTIMORE FUNERAL HOME 302.00 / GDA ENGINEERS 21,123.24 / GENEVA J. BAIRD 27.00
GOLDEN WEST TECHNOLOGIES, INC. 220.00 / GOTTSCHKE THERAPY REHAB WELLNESS 250.00
GREENWOOD MAPPING, INC. 3,900.00 / HEARTLAND AG-BUSINESS GROUP 65.00 /
HIGH PLAINS POWER 401.61 / HEARTLAND CONSTRUCTION GROUP 170.00
HONNEN EQUIPMENT CO. WYO., INC. 1,245.65 / HOT SPRINGS COUNTY FAIR BOARD 89,000.00 /
HOT SPRINGS COUNTY MUSEUM 18,750.00 / HOT SPRINGS COUNTY HEALTH INS ACCT 58,934.67
HOT SPRINGS CO. SCHOOL DIST #1 3,760.48 / THERMOPOLIS INDEPENDENT RECORD 3,178.43 /
INDOFF INC. 245.25 / JACK'S TRUCK & EQUIPMENT 794.17 / JILL LOGAN 200.00 / JOHN P. LUMLEY 385.81
JUDY M. CRAMER 31.32 / KIM E. BRESLIN 27.00 / MARY KING 27.00 /
KNAPP SUPPLY & EQUIPMENT CO. 1,069.26 / LYNN S. ALLEN 50.67 / MAILFINANCE 197.85
MARCIA E. BEAN 309.96 / MARY M. NATION 31.56 / MARY K. RYAN 27.00 / MAXINE K TOEPKE-REESE 30.47 /
MARIE MCDUGALL 22.14 / HOT SPRINGS COUNSELING SERVICE 600.00 / MESSENGER & OVERFIELD 180.30
MOTOROLA SOLUTIONS, INC. 12,708.70 / NATRONA COUNTY CORONER 30.00 / NICHOLE M. SLAGLE 27.00 /
O'REILLY AUTO PARTS 329.68 / O'REILLY AUTO PARTS 39.99 / THE OFFICE SHOP, INC 1,596.50 /
OWL CREEK AVIATION, LLC 8,511.59 / OWL LUMBER INC. 16.99 / PATTERSON CONSTRUCTION, INC. 23,734.00
ROCKY MOUNTAIN POWER 4,704.93 / PERFORMANCE AUTO & GLASS 209.99
PERFORMANCE AUTO & GLASS 117.87 / PINNACLE BANK OF THERMOPOLIS 15,818.00
PINNACLE BANK OF THERMOPOLIS 3,706.00 / PREVENTIVE HEALTH & SAFETY DIVISION 14.00 /
PRINT ZONE 160.68 / CENTURY LINK 656.76 / GORRELL & HOPKINSON, P.C. 120.00
RT COMMUNICATIONS, INC. 7,212.40 / SAMBA ROOFING 720.00 / SERLKAY PRINTING 430.00 /
SET FREE CHURCH THERMOPOLIS 7,000.00 / SUPPLYWORKS 605.07 / SHELLEY DEROMEDI 233.01 /
SHOSHONE OFFICE SUPPLY 175.94 / THE STANDARD INS. CO. 1,434.34 / STAR PLUNGE 138.00
STEHLIN PLUMBING & CONTRACTING 407.00 / WYOMING GUARDIANS AD LITEM PROGRAM 1,483.56 /
SYBIL M. HANNAH 27.00 / SYSCO MONTANA, INC. 4,234.08 / TEPEE POOLS 96.00 /
THOMAS L. BENNETT, M.D. 3,732.20 / TOWN OF THERMOPOLIS 1,604.49 /
TRAVELING COMPUTERS, INC. 2,388.17 / TRI COUNTY TELEPHONE ASSOC,INC 907.37
VERIZON WIRELESS 85.98 / VERIZON WIRELESS 32.92 / VICKLUND PHARMACY 17.13
VICKI M. NICHOLS 50.00 / PINNACLE BANK (VISA-CARD TWO) 895.17 /
PINNACLE BANK (VISA CARD THREE) 171.81 / PINNACLE BANK (VISA CARD FOUR) 31.47
PINNACLE BANK (VISA CARD FIVE) 374.16 / PINNACLE BANK (VISA CARD EIGHT) 15.03
PINNACLE BANK (VISA CARD 1-SHERIFF) 354.64 / PINNACLE BANK (VISA CARD 2-SHERIFF) 71.01
PINNACLE BANK (VISA CARD 4-SHERIFF) 1,197.53 / WAVING AT YOU.COM 460.00 / WAYNE L. REYNOLDS 75.00
/ WEDGWOOD & COMPANY LLC 170.00 / THOMSON REUTERS - WEST 200.78 / WILLIAM F. GORDON 14.16
WYOMING DEPT. OF WORKFORCE SERVICES 4,537.24 / WYOMING AIRPORT OPERATORS ASSOC. 150.00 /
WYOMING.COM 20.00 / WYOMING DIVISION OF 100.00 / GREAT-WEST TRUST COMPANY, LLC 7,025.00
WYOMING DEPARTMENT OF WORKFORCE 4,389.49 / WYOMING GAS 668.12 / WYONET INC. 4,227.90 /
WYO RETIREMENT SYSTEM 26,732.69 / 036-NCPERS GROUP LIFE INS. 336.00 / WY-TEST 175.00
WYOMING WASTE SERVICES - RIVER 50.00