

## 04-21-2015 COMMISSIONER PROCEEDINGS

The Board of County Commissioners met at the above date beginning at 12:30 pm. Those present were Chairman Aaron Anderson, Members Terry Wolf, Dale Wagner and Clerk to the Board Mary Grace Strauch. The meeting was opened with the Pledge of Allegiance led by Chairman Aaron Anderson.

A motion was made by Commissioner Wagner and seconded by Commissioner Wolf to approve the minutes for the April 7, 2015 meeting. Motion carried.

Road and Bridge Superintendent and Planner David Anderson met with the board to discuss an overlay on Lane 12. Estimated cost is \$195,000.00. Also reviewed was an estimate on chip sealing several county roads this fall. Discussion was held on the work that needs to be completed on the 33 Mile Road and the replacement of the Lane 10 Bridge. Commissioner Anderson noted that the county has been working on getting a gravel pit on 33 Mile Road South for over three years, stating that the county needs to plan to crush gravel there this year so we can begin to address the issues on the 33 Mile Road. Commissioner Anderson noted that the road serves a significant portion of the private land in Washakie County and can not be ignored given its poor condition. At this time there is not enough funds in the road fund account to do all of the projects and Randy feels that the Lane 12 overlay is most important. Survey work will need to be completed on Lane 12 and the project bid out. Estimated cost is \$1500 to \$2000 for the survey work. An estimate will be received for the survey work and bids will be put out for the overlay project before a final decision is made by the board. Randy reported that the crew has completed the first phase of the repairs on Sesame Street. When the weather is warmer they will lay the cold mix. Discussion was held on several pieces of equipment that will be put up for bid. This will be a sealed bid process. A draft approach permit was reviewed by the board. The crew will be attending a flagging school in Buffalo. Discussion was held on getting a price for scrap metal that is located at the Ten Sleep Shop area. Several calls have been placed to the commissioners regarding the grading issue on Lane 6A.

Building Maintenance Manager Tom Schmeltzer reported that the Library bathrooms are near completion. The site plan has been approved by the City of Worland regarding the search and rescue building and it can now be erected. The stage at the fairgrounds has been removed and Tom would like to plant grass or sod that area if there are no issues with the fair board. The sprinklers have been completed at the fair ground grassy area. A request has been received to remove the stepping arena. The persons that put in the stepping arena would like to remove it at this time. Approval was given to proceed with this request. Commissioner Wagner requested that the drainage lids be bolted down in several areas at the fairgrounds for safety reasons.

Public Health Nurse Amanda Heinemeyer reviewed with the board the proposed cash handling policy. The board will have the county attorney review the policy before signing. Amanda reported that from this point forward the Public Health Nurse will not be signing contracts, they will come directly to the chairman for signatures. The health fair results were less than

favorable regarding the cholesterol testing. There were several issues with the machine that was doing the testing. Discussion was held on just utilizing the Wyoming Health Fairs or Wellness Wednesday at the local hospital.

County Attorney John Worrall met with the board to review the community garden draft MOU. The draft states that the county will provide liability insurance but the county can not because the garden is located on city property. The MOU will be amended with these recommendations.

Washakie Memorial Hospital Board of Trustees Chairman Dan Scheuerman asked if there were any updates on when the revenue bond process would be completed. Commissioner Anderson stated that with several issues that have arisen over the bonds that they will not be completed until the first week in May.

Homeland Security Director Kimball Croft met with the board to discuss the upcoming work to be completed on the Hazard Mitigation Plan and grant funds available. Discussion was also held on a grant available to do work on Larkin Lane in regards to snow drifting in the winter time. This is 75-25 grant with \$80,000 available through the federal funding. Approval was given for Kimball to attend a storm prediction seminar in Norman Oklahoma, all expenses to be paid by the State of Wyoming Homeland Security. Kimball was one of eight directors that were invited to attend.

County Assessor Kathy Treanor reported that the wireless router needs to be replaced for the commissioner room. Approval was given to proceed.

Caitlin Youngquist with University of Wyoming Ag Extension, Brant Knight with his children and Iesah Costalez and her children were present for Proclaiming April the Month of the Military Child. A motion was made by Commissioner Wolf and seconded by Commissioner Wagner to approve the Proclamation and Commissioner Anderson read the Proclamation and all gave thanks to those that have served our country in the line of duty. Motion carried.

University Ag Extension Caitlin Youngquist and County Attorney John Worrall reviewed with the board the changes that were made to the draft MOU. Caitlin will make the necessary changes and send the draft back to the city attorney before the City of Worland meeting that will be held this evening.

Community Shooting Complex members Melanie Stine, Tom Outland, Wade Nickelson, Road and Bridge Superintendent Randy Chenoweth, County Attorney John Worrall, and Planner David Anderson met with the board regarding the ownership of the roadway to the shooting complex. The complex is on city owned property and the road is a BLM road. The BLM is reviewing documents to see if there is a current permit on the roadway. This information was taken under advisement by the board.

Discussion was held with Planner David Anderson regarding amending the subdivision regulations to include the cost for a PDF of each new plat that is filed or to have the petitioner pay for the cost of one PDF of the plat after it is filed. A motion was made by Commissioner Wagner and seconded by Commissioner Wolf to approve the quote to have all plats scanned in the amount of \$6,112.00 by Arca Search. Motion carried.

Road and Bridge Superintendent Randy Chenoweth reported that only elevations are needed on Lane 12 for the overlay it does not need to have a complete survey done. Planner David Anderson will pass this information on to the surveyors.

Fire Chief Chris Kocher reported to the board that four of the five fire trucks have been purchased for the Ten Sleep Fire District and three of the trucks have been delivered. The new fire station is being designed and bids will go out this summer. The annual operating plan was reviewed. A motion was made by Commissioner Wolf and seconded by Commissioner Wagner to authorize the chairman to sign the Annual Operating Plan as submitted. Motion carried. Chris discussed with the board the possibility of applying for a grant through Firewise that would be administered by the county. Approval was given to proceed with the application.

A motion was made by Commissioner Wolf and seconded by Commissioner Wagner to convene into executive session beginning at 1:46 pm with County Attorney John Worrall as per state statutes 16-4-405 regarding possible litigation. Motion carried. A motion was made by Commissioner Wagner and seconded by Commissioner Wolf to reconvene into regular session beginning at 2:01 pm. Motion carried. No decision was made.

Public Health Nurse Amanda Heinemeyer and County Attorney John Worrall reviewed the cash handling policy for Public Health. Attorney Worrall would like to have the policy changed regarding the handling of cash and that two people must be accountable for the cash funds not just one in handling any cash transaction. Amanda will make the necessary changes to the policy.

County Attorney John Worrall reviewed with the board the possibility of hiring an assistant deputy for the county attorney's office. Discussion was held on salary range for the position. John will find a salary range for the board to review and proceed with looking for a assistant deputy after the board has reviewed the salary range.

Discussion was held with County Attorney John Worrall on an Indemnification Agreement with county employees that are on the health insurance in regards to balance billing and collections proceedings regarding some health facilities. A motion was made by Commissioner Wagner and seconded by Commissioner Wolf to approve the agreement as presented, send a letter to employees on the health insurance and inform employees that Attorney Worrall is will to assist the employee with any letters that need to be sent to health facilities regarding the agreement. Motion carried.

The board directed the County Attorney to send a letter to ELAP requesting a change in percentage that is paid to health care facilities and that ELAP take their payment on the negotiated balance not on the beginning balance of a claim.

Discussion was held with the County Attorney on the board receiving information from other health insurance carriers regarding coverage for county employees. This information was taken under advisement by the board at this time.

County Commissioners Scholarships were reviewed by the board for the 2015 school year. The names of the recipients will be announced at Class Night in May 2015.

A phone call was placed to Financial Advisor Terry Casey regarding the progress with ANB Bank and the revenue bonds for the hospital remodel project. The final closing date for the bonds has been moved to the first week in May. The commissioners and hospital board will both need to meet to amend the debt service schedules that were attached to the resolution documents. Discussion was held on who will have authorizations for withdrawals of funds once the project is started and how often the withdrawals will be made. The funds will be located with WYOSTAR with the State of Wyoming Treasurer. Also discussed were tax certificates and a designated person for those forms.

#### CONSENT AGENDA

1. Accept Trial Balance and Cash Balance for March and Circuit Court Report \$9,716.37, Clerk of Court \$180.00.
2. Authorize chairman to sign Family Planning Expense/Revenue report for March 2015.
3. Authorize chairman to sign Wyoming Business Council Investment Ready Community Division Performance reporting.
4. Authorize chairman signing Cash Handling Policy with Public Health.
5. All commissioners sign letter to City of Worland regarding support for the Community Garden project.

A motion was made by Commissioner Wagner and seconded by Commissioner Wolf to accept the Consent Agenda. Motion carried.

There being no further business to come before the board, a motion was made by Commissioner Wolf and seconded by Commissioner Wagner to adjourn the meeting. Motion carried.

(Seal)

Mary Grace Strauch

Aaron Anderson, Chairman

Clerk to the Board

Washakie County Commissioners