

NOVEMBER 20, 2012 COMMISSIONER PROCEEDINGS

The Board of County Commissioners met at the above date beginning at 9:00 am. Those present were Chairman Ron Harvey, Members Terry Wolf and Aaron Anderson, and Clerk to the Board Mary Grace Strauch. The meeting was opened with the Pledge of Allegiance led by Commissioner Aaron Anderson.

A motion was made by Commissioner Wolf and seconded by Commissioner Anderson to approve the minutes of the November 1, 2012 meeting. Motion carried.

Road and Bridge Superintendent Tete Weston met with the board to open the bids for the 2014 snow plow truck. One bid was received from Jack's Truck and Equipment-Casper. There were four alternates to the bid in regards to the type of dump box, spreader and plow. The low bid was for \$149,846.00. The bid was taken under advisement and Tete will review all of the paperwork and report back to the board. Tete reported that the crew has been grading roads. The striping of county roads has been completed. Discussion was held on crack sealing several county roads. Tete will report back to the board with a list of roads that need to be crack sealed. Discussion was held on trucks hauling gravel on Road 13 and possibly Lane 17. Tete will look into this issue and report back to the board. Discussion was held on a miscommunication with the crew regarding snow removal after the last storm. Tete reported that it will not happen again.

Building Maintenance Manager Tom Schmeltzer reported to the board that approval has been given to move forward with the work in the Clerk of Courts office through the Homeland Security Grant. Tom will be meeting with Wanda Richard, Grant Coordinator in the near future regarding what the grant will and will not purchase. Tom will be meeting with a representative to look at the fire alarm panel because there are still several issues with the panel. Tom reported that there is a small roof leak at the Ten Sleep library that he will continue to work on. Kyle Hammond will continue to clean the courthouse on a part time basis. Discussion was held on how much work the board would like Tom to do on the conference building at the Fair grounds. Tom will make a list of upgrades needed and report back to the board. A price for updating the bathrooms at the Ten Sleep Library will be received also.

Public Health Nurse Lori Schaal reviewed with the board the statistics for October. Lori reported that the first Kiwanis health fair blood draw was completed with 30 individuals utilizing the service. The bad debt list for Family Planning was presented for approval. The total of the bad debts for 2012 is \$2,466.18. Discussion was held on upcoming legislation that will be presented regarding public health and current and future funding.

Washakie Development Director (WDA) Le Ann Baker Chenoweth and Engineering Associates representative Heath Overfield reported to the board that all bids for the site building will need to be rejected by the board and a letter signed that would explain several changes to the site

building project and rebidding the project be sent to the Wyoming Business Council. A motion was made by Commissioner Wolf and seconded by Commissioner Anderson to reject all the bids for the proposed site building. Motion carried. The proposed changes to the building were that the shape would change from a rectangular layout to a T-shaped layout, the building would be modified from one large office space and one large shop space to office and shop space that could be split in half to accommodate two tenants. The pitch of the roof would be changed to a shed roof. Also the proposed lot for the site building would be moved to another lot where less site work would need to be completed. The WDA board would like to go forward and rebid the project as soon as possible. Discussion was held on providing the commissioners with a projection of funding that would be available to sustain the building should the county not be able to fund WDA and with the one cent sales tax funds not being available for the project. WDA has committed an additional \$65,000.00 to the project. Also discussed was the possibility of bidding the project for both of the building types to be able to compare the difference in price to build each. Le Ann will report this information to her board and meet again with the commissioners at the December 18 meeting. Le Ann will also review the grant procedures with Wyoming Business Council representative Leah Bruscano regarding the possible changes.

A public hearing was opened at 11:10 am regarding the retail liquor license applications for Big Horn Mountain Ski Lodge DBA Meadowlark Ski Lodge, RBK Ranch LLC, DBA Red Reflet Ranch, Orion Hospitality LLC, The Branding Iron Steakhouse. There was no one present for the hearing. A motion was made by Commissioner Wolf and seconded by Commissioner Anderson to close the hearing at 11:12 am. Motion carried. A motion was made by Commissioner Wolf and seconded by Commissioner Anderson to approve the three retail liquor license applications as presented. Motion carried.

Homeland Security Director Kimball Croft met with the board to review the Emergency Response Plan. Discussion was held on creating a quick reference guide to the plan. Discussion was held on one of the commissioners possibly attending the Public Information Officer training in Buffalo in December. Also discussed was the possibility of starting a facebook account in regards to emergencies and the ability to notify the public. Kimball will work on a policy and report back to the board. A tabletop discussion will be held with elected officials and county personnel regarding the possibility of a major disaster and how the courthouse and other county entities will function if needed to at another site. Tentative date for the training is January 10, 2013. Discussion was held on the increase in cell phone cost because of a plan upgrade.

Planners David Anderson and Bruce Frederick, Mayor elect Dave Duffy, Planning Commission Chairman Greg Hammons, City Building Inspector Ron Vanderpool, Tax Appraiser Candy Treanor, and County Attorney Marcy Argeris were present for a public hearing that was opened at 1:30 pm in regards to amending the subdivision regulations to include mobile home parks (or courts) standards. A draft of the proposed changes has been made available to the public. The public hearing was taped. Discussion was held on why the proposed changes needed to be made to the regulations. Marcy reported that because the information has been in state statute since 1975 that no one will be grandfathered in and all illegal mobile home parks will

need to be addressed by her, the planning commission and the commissioners. Discussion was held on campgrounds and the issues that may arise regarding attempting to control use of a campground area. This portion of the proposed amendment as presented. Bruce suggested that paragraph C of the proposed changes be deleted from the proposal and the remainder of the changes be adopted by the board. The regulations can be amended again at a later date after further discussion is held on the campground language. A motion was made by Commissioner Wolf and seconded by Commissioner Anderson to close the hearing at 1:52 pm. Motion carried. A motion was made by Commissioner Anderson and seconded by Commissioner Wolf to delete paragraph C from the proposed regulations regarding campgrounds and to adopt Resolution No. 301 amending the subdivision regulations to include mobile home parks (or courts) standards. Motion carried.

Mayor Elect Dave Duffy, City Building Inspector Ron Vanderpool, County Attorney Marcy Argeris and Planner David Anderson met with the board to discuss David being able to proceed with assisting Donnell and Allred with the completion of the flood plain map after regular working hours. A motion was made by Commissioner Wolf and seconded by Commissioner Anderson to allow Planner David Anderson to complete the work with Donnell & Allred regarding the flood plain map after county working hours. Motion carried.

County Attorney Marcy Argeris met with the board to discuss the possibility of hiring a part time deputy county attorney to assist her with civil and juvenile issues. Marcy presented to the board the case load from several surrounding counties and pointed out that all surrounding counties have additional staff and Washakie County does not. This would be a part time 20 hour per week job. The state will reimburse the county fifty percent of the cost of the salary. The cost to the county that is not budgeted at this time is \$20,000.00. This would be until June 30, 2012. Also discussed was where the part time person could be placed. Marcy suggested the planner's office or a portion of the planner's office. Discussion was held on how private this area would be if the attorney was interviewing a juvenile. The board did not take action on the hiring request stating that any new staffing requests should be presented at budget time. Approval was given for Marcy to utilize the funding remaining in her budget for contract services to assist with as much of the work as the attorney could with that funding.

Planners David Anderson and Bruce Frederick updated the board on the septage site. Discussion was held on training and operation of the site that will need to take place once the site is operational. Bruce reported that the DEQ will be doing training on Wednesday for area planners on waste water management. Bruce reported that the TEAL Grant had been received for the bike path. Discussion was held on the funds that are needed to cover the last TEAL grant overages. A spreadsheet will be created in regards to the funding so that all know how much money can be spent on the upcoming portion of the bike path.

Historic Preservation Board members Mike Bies, Jim Fassler, and Jim O'Connor along with Grant writer Anna Venable met with the board to review a grant application for funding from the Certified Local Government for work to be completed for the Centennial project for next year. The funding from the county is all in-kind. Approval was given to proceed with the application.

Road and Bridge Superintendent Tete Weston reported to the board that the low bid for the 2014 snow plow truck was all in order. A motion was made by Commissioner Anderson and seconded by Commissioner Wolf to approve the low bid in the amount of \$149,846.00 upon approval from the State Lands and Investments staff of the bid. Motion carried.

Road and Bridge Superintendent Tete Weston reported that he will be documenting and videotaping several county roads in regards to the gravel trucks hauling gravel to a state pit on South Flat Road. Discussion was held on sending a letter to the company regarding any damage to county roads.

Tawyna Mortenson and Shawn Nicklaus updated the board on the swimming pool. The pool will be open on December 1, 2012. There are several events to be held in December.

The board accepted the retirement letter from Mike Beckstead effective November 30, 2012.

CONSENT AGENDA

1. Accept monthly report for Circuit Court \$16,160.02 and Treasurer's Office Trial Balance and Cash Balance.
2. Authorize chairman to sign right of way easement with Cameron Roady to bore Lane 17.
3. Authorize chairman to sign Family Planning Expense/Revenue report for October 2012.
4. Authorize chairman to sign draw down request No. 15 regarding the Septage Site in the amount of \$135,216.41 .
5. Approve bond from Deborah J. Amick, Ten Sleep Solid Waste District Treasurer, in the amount of \$20,000.00.
6. Approve bad debt list for Family Planning.
7. Authorize chairman to sign Certified Local Government Application in regards to the Historic Preservation Board.
8. All commissioners sign letter to Mountain Construction regarding damage to county roads.

A motion was made by Commissioner Anderson and seconded by Commissioner Wolf to approve the Consent Agenda as presented. Motion carried.

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

(Seal)

Mary Grace Strauch
Clerk to the Board

Ron Harvey, Chairman
Washakie County Commissioners