

**OFFICIAL SUMMARY PROCEEDINGS OF THE BOARD OF
COUNTY COMMISSIONERS, TETON COUNTY, WYOMING**

The Teton County Board of Commissioners met in regular session on **September 23, 2019** in the Commissioners Chambers located at 200 S. Willow in Jackson. The meeting was called to order at 9:06am.

Commission present: Natalia Macker Chair, Greg Epstein Vice-Chair, Mark Barron, Mark Newcomb, and Luther Propst.

ADOPT AGENDA

A motion was made by Commissioner Epstein and seconded by Commissioner Newcomb to adopt today's agenda with the following changes:

TO ADD: MFS #5 – Consideration of Approval of an Agreement Payroll and HRIS Software Agreement

Chair Macker called for a vote. The vote showed all in favor and the motion carried.

ACTION ITEMS

1. Consideration of Payment of County Vouchers

A motion was made by Commissioner Propst and seconded by Commissioner Newcomb to approve the September 23, 2019 voucher run in the amount of \$1,953,192.51. Chair Macker called for a vote. The vote showed all in favor and the motion carried.

PUBLIC COMMENT

Public comment was given by Doug Stanley regarding Housing Exaction Fees.
Jared Baecker, Snake River Fund, regarding the Gros Ventre Riverbank Stabilization Project.
David Cernicek, Bridger Teton National Forest, regarding the Gros Ventre Riverbank Stabilization Project.

ACTION ITEMS (continued)

2. Consideration of Administrative Items
 - a. 24-Hour Liquor Permits – There were none.
 - b. SLIB Drawdowns – There were none.
 - c. Tax Corrections – There were none.
 - d. Human Service/Community Development Contracts for Service - There were none.
 - e. Special Events Permits – Applications Pending (*for informational purposes, no action taken*)
 - i. Fire in the Mountains: Date – July 10, 2020 – July 12, 2020; Location- Land owned by the Buffalo Valley Land & Cattle, LLC and Operated by Heart 6 Ranch, LLC. Attendees-expect 1,400 people to attend, with a 30% contingency. This means we are financially forecasting for 1,400 people, but we will not sell more than 1,900 tickets ahead of the event date. An absolute cut-off of 2,000 attendees will be strictly enforced. Full planning, infrastructure, staffing and security will be provided for a maximum capacity of 2,000 attendees.
 - ii. Jackson Hole Half Marathon & 5K – June 6, 2020; Location: Starts on pathway near Village and ends at Phil Baux Park; Attendees: 300 runners

A motion was made by Commissioner Newcomb and seconded by Commissioner Epstein to sit as the Board of Equalization. Chair Macker called for the vote. The vote showed all in favor and the motion carried.

3. Consideration of Approval of Findings of Fact and Conclusions of Law in the Assessor's Appeals from the Board of Equalization – Dale M. Sarro and Xuemeng Han 2019 Property Valuation (*continued from September 17, 2019 BCC Hearing*)

Keith Gingery, Deputy County Attorney, advised the Board that this appeal still has not been resolved. The Appellant is objecting to the proposed order, the Assessor has responded in a written motion, and the Hearing Officer will make a determination.

A motion was made by Commissioner Newcomb and seconded by Commissioner Epstein to continue this item to one week from today, September 30, 2019. Chair Macker called for the vote. The vote showed all in favor and the motion carried.

A motion was made by Commissioner Newcomb and seconded by Commissioner Epstein to reconvene as the Board of Equalization. Chair Macker called for the vote. The vote showed all in favor and the motion carried.

4. Consideration of Proposed Outgoing Commissioner Correspondence

There was no outgoing correspondence.

5. Consideration of Approval of an Agreement or Payroll and HRIS Software

Julianne Fries, Director of Human Resources, presented to the Board for consideration of approval an agreement for payroll and HRIS software with Ascentis. The existing payroll and HR infrastructure do not align with the needs of the organization resulting in numerous manual processes, errors and a higher cost operating structure.

Sherry Daigle, County Clerk, addressed a possible budget amendment for the payroll system with the possibility of

funds budgeted for the Parks and Recreation and the Sheriff's Office time and attendance upgrades.

There was no public comment.

A motion was made by Commissioner Barron and seconded by Commissioner Epstein to approve the Master Agreement with Ascentis for an HRIS and Payroll processing system that includes a one-time implementation fee of \$11,642 and FY2019-20 fiscal impact of \$34,838. Chair Macker called for the vote. The vote showed all in favor and the motion carried.

EXECUTIVE SESSION

There was no executive session held.

DISCUSSION ITEMS

1. Known Matters for Discussion
2. Other Matters for Discussion

A. Employee Ski Pass Options for the 2019-2020 Season

Alyssa Watkins, Board of County Commissioner's Administrator, addressed the Board concerning the options available for employee ski passes for the 2019-2020 ski season. The ski passes are part of the wellness program provided for the county employees.

B. Fire in the Mountain Music Festival

Commissioner Barron requested seeing last year's Special Event Permit application for the Fire in the Mountain Music Festival.

The meeting was recessed at 9:58am and reconvened at 10:07am.

C. Gros Ventre Riverbank Stabilization Project

Amy Ramage, County Engineer, addressed the Board regarding the Gros Ventre Riverbank Stabilization Project regarding terminating the contract for this project and reconsidering the type of material to be used to help stabilize the riverbank. Partners of this project include the National Elk Refuge, Grand Teton National Park, Bridger Teton National Forest, Army Corps of Engineers, and Snake River Fund.

A motion was made by Commissioner Barron and seconded by Commissioner Epstein to reconsider the motion to issue a Notice of Award for the Gros Ventre Riverbank Stabilization. Chair Macker called for the vote. The vote showed all in favor and the motion carried.

A motion was made by Commissioner Barron and seconded by Commissioner Epstein to terminate the contract for this project. This motion was withdrawn by Commissioner Barron.

MATTERS FROM COMMISSIONERS

Calendar Review. The Board reviewed their weekly calendars.

County Commissioner Administrator Updates. Alyssa Watkins, Board of County Commissioner's Administrator, had no updates during the meeting.

The Board discussed hiring a liaison for the Legislative sessions in Cheyenne to look out for the interests of Teton County and/or the possibility of working with the Town of Jackson for a liaison to work with both Teton County and the Town of Jackson.

Commission updates

- A. Natalia Macker gave an update on Parks & Recreation and JH Water Coalition meeting today.
- B. Greg Epstein had no updates.
- C. Mark Barron had no updates.
- D. Mark Newcomb gave an update on Housing Authority and Historical Museum regarding Children's Museum, Historical Museum would like to be a landowner for part of Genevieve Block; and Library Board – system went down during meeting, library had to close down due to system outage; Director working to implement strategic plan.
- E. Luther Propst had no updates.

The meeting was recessed at 10:41am and reconvened at 1:36pm.

Commission present: Natalia Macker Chair, Mark Barron, and Luther Propst. Greg Epstein Vice-Chair and Mark Newcomb were absent.

WORKSHOPS

1:30pm – Benefit Plan Review with Hays – Julianne Fries (1.5 hours)

Julianne Fries, Director of Human Resources and Randy Johnson and Elizabeth McArthur from Hays Companies presented to the Board a workshop on the 2020 Pre-Renewal Benefits including a historical overview and renewal

history, underwriting and stop loss review, strategies and opportunities, and financials.

ADJOURN

A motion was made by Commissioner Barron and seconded by Commissioner Propst to adjourn. Chair Macker called for the vote. The vote showed all in favor and the motion carried. The meeting adjourned at 2:30pm.

Respectfully submitted:
Shelley Fairbanks
Deputy County Clerk

TETON COUNTY BOARD OF COMMISSIONERS

Natalia D. Macker, Chair

Greg Epstein, Vice-Chair

Mark Barron

Mark Newcomb

Luther Propst

ATTEST:

Sherry L. Daigle, County Clerk

**TETON COUNTY CLERK'S OFFICE
09-23-2019 WARRANTS**

| Warrant Number | Name | Amount |
|-----------------------|-------------------------------------|---------------|
| 380253 | ACTION EXCAVATION LLC | 500.00 |
| 380254 | ACE HARDWARE | 169.99 |
| 380255 | ADAPTIVE TACTICAL | 91.98 |
| 380256 | AIR RESCUE SYSTEMS CORP. | 137.00 |
| 380257 | AIRGAS USA LLC | 460.13 |
| 380258 | ALBERTSONS/SAFEWAY | 332.46 |
| 380259 | ALPHAGRAPHICS | 224.00 |
| 380260 | AMERICAN FLAGPOLE & FLAG CO. | 427.50 |
| 380261 | ASPEN PINES WATER & SEWER DISTRICT | 108.73 |
| 380262 | ASPEN TRAVEL | 1,341.40 |
| 380263 | B&H PHOTO- VIDEO | 1,783.18 |
| 380264 | BIG R RANCH & HOME | 90.97 |
| 380265 | BOB BARKER COMPANY, INC. | 487.84 |
| 380266 | BRIAN COE | 686.00 |
| 380267 | CENTURYLINK | 3,197.83 |
| 380268 | CIVIC RESEARCH INSTITUTE, INC. | 179.95 |
| 380269 | CLARKS' BROADWAY AUTO PARTS, LLC | 346.59 |
| 380270 | CLEAN HARBORS ENV SERVICES INC. | 5,656.22 |
| 380271 | CNA SURETY DIRECT BILL | 50.00 |
| 380272 | COUGAR FUND | 700.00 |
| 380273 | CODY HOSTETTER | 330.00 |
| 380274 | CRISTINA SANCHEZ | 142.50 |
| 380275 | CUSTOM CARE PEST SERVICES INC. | 11,614.42 |
| 380276 | CUMMINS SOUTHWEST LLC | 861.50 |
| 380277 | DAWN SANCHEZ | 220.86 |
| 380278 | DBR, INC. | 2,023.90 |
| 380279 | DEPARTMENT OF ENVIRONMENTAL QUALITY | 300.00 |

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| 380280 | DONNA & SCOTT BARRETT | 100.00 |
| 380281 | DUBBE-MOULDER ARCHITECTS, P.C. | 19,168.30 |
| 380282 | ECO SAFE DUSTLESS SOLUTIONS LLC | 1,250.00 |
| 380283 | E.R. OFFICE EXPRESS INC. | 100.99 |
| 380284 | EVANS CONSTRUCTION COMPANY | 1,655.22 |
| 380285 | FOREMOST PROMOTIONS | 304.12 |
| 380286 | GALLS, LCC | 796.78 |
| 380287 | GOVTEMPSUSA LLC | 7,129.50 |
| 380288 | GRAINGER | 32.79 |
| 380289 | GREEN WORKS, INC. | 312.00 |
| 380290 | HEISE HOT SPRINGS INC. | 551.40 |
| 380291 | INFINITY SOFTWARE INC. | 1,264.20 |
| 380292 | INDUSTRIAL/ORGANIZATIONAL | 57.00 |
| 380293 | INSIDE OUT LANDSCAPE ARCHITECTURE | 95.00 |
| 380294 | JACKSON CURBSIDE, INC | 4,015.00 |
| 380295 | JACKSON LUMBER | 77.46 |
| 380296 | JB MECHANICAL, INC. | 895.00 |
| 380297 | JHAM, INC. | 2,413.20 |
| 380298 | JACKSON HOLE RADIO | 1,064.00 |
| 380299 | JACKSON HOLE SECURITY LLC | 30,681.80 |
| 380300 | JACKSON HOLE SOCCER LEAGUE | 1,600.00 |
| 380301 | JIRDON | 1,742.79 |
| 380302 | JTR INC. | 243.61 |
| 380303 | JORGENSEN ASSOCIATES PC | 5,776.54 |
| 380304 | JOHN KIDWELL | 1,500.00 |
| 380305 | JOHNSON, ROBERTS & ASSOCIATES | 30.00 |
| 380306 | JONES SIMKINS LLC | 29,082.78 |
| 380307 | LIFE INSURANCE CO OF NORTH AMERICA | 463.12 |
| 380308 | LILY SULLIVAN | 1,430.35 |
| 380309 | LOCKHART CATTLE CO | 305.50 |
| 380310 | LOWER VALLEY ENERGY | 13.15 |
| 380311 | MCKESSON MEDICAL SURGICAL | 2,344.74 |
| 380312 | MD NURSERY & LANDSCAPING INC. | 1,092.50 |
| 380313 | MELODY RANCH I&S DISTRICT | 174.81 |
| 380314 | MELISSA SHINKLE | 420.00 |
| 380315 | MOUNTAIN ALARM/WATCHGUARD | 1,736.51 |
| 380316 | MOTOROLA SOLUTIONS INC. | 1,635.09 |
| 380317 | MUNICIPAL EMERGENCY SERVICES | 448.98 |
| 380318 | NAVITUS HEALTH SOLUTIONS, LLC | 6,004.38 |
| 380319 | NATIONAL BUSINESS SYSTEMS INC. | 1,000.00 |
| 380320 | NELSON ENGINEERING COMPANY | 1,608.75 |
| 380321 | ON GRADE BLADE SERVICE, LLC | 27,500.00 |
| 380322 | O'RYAN CLEANERS | 86.16 |
| 380323 | PARTSMASTER | 38.95 |
| 380324 | POOL & HOT TUB FOUNDATION | 875.00 |
| 380325 | QUANTUM GROUP ENGINEERING PC | 5,000.00 |
| 380326 | RED'S AUTO GLASS INC | 423.81 |
| 380327 | RENDEZVOUS RIVER SPORTS | 3,856.25 |
| 380328 | RICOH USA, INC. | 159.00 |
| 380329 | RIDGELINE EXCAVATION INC. | 148,189.79 |
| 380330 | RIPLEY'S VACUUM CENTER, INC. | 22.95 |
| 380331 | ROCKY MOUNTAIN COMPETITIVE SOLUTION | 49.05 |
| 380332 | R.R. BRINK LOCKING SYSTEMS | 1,149.00 |
| 380333 | RSCI | 934,571.85 |
| 380334 | R&S NORTHEAST LLC | 251.53 |
| 380335 | SHANNON GUETWEIN | 58.82 |
| 380336 | SILVER CREEK SUPPLY | 980.48 |
| 380337 | MAXWELL DESIGN INC. | 1,197.50 |
| 380338 | VCA SPRING CREEK ANIMAL HOSPITAL | 35.19 |
| 380339 | STAPLES ADVANTAGE | 324.38 |
| 380340 | STAPLES CREDIT PLAN | 840.71 |
| 380341 | ST JOHN'S MEDICAL CENTER | 576.43 |
| 380342 | ST. JOHN'S MEDICAL CENTER | 325.00 |

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| 380343 | STINKY PRINTS, INC. | 30.24 |
| 380344 | THE SUPPLY CACHE INC. | 324.95 |
| 380345 | ELIOR INC. | 4,618.85 |
| 380346 | SWI LLC | 3,535.00 |
| 380347 | TAYLOR COOK | 75.00 |
| 380348 | TETON COUNTY CLERK'S OFFICE | 114.00 |
| 380349 | TETON COUNTY ENVIRONMENTAL HEALTH | 75.00 |
| 380350 | TETON CO. SCHOOL DISTRICT #1 | 7,980.64 |
| 380351 | TETON COUNTY TREASURER | 102,041.60 |
| 380352 | TETON COUNTY TREASURER | 65,415.29 |
| 380353 | TETON COUNTY TREASURER | 42,400.00 |
| 380354 | TEGELER & ASSOC. | 16,005.00 |
| 380355 | TOWN OF JACKSON | 2,370.72 |
| 380356 | TOWN OF JACKSON | 2,452.39 |
| 380357 | TOWN OF JACKSON | 6,875.48 |
| 380358 | TREVOR AITKEN | 77.85 |
| 380359 | TULSA TRUCK MFG. | 352.55 |
| 380360 | TETON VILLAGE W&S | 28.71 |
| 380361 | ULINE | 797.62 |
| 380362 | VARI SALES CORPORATION | 395.00 |
| 380363 | VISA | 1,388.67 |
| 380364 | VWR INTERNATIONAL LLC | 213.24 |
| 380365 | WEST PAYMENT CENTER | 1,058.40 |
| 380366 | WESTERN TRANSPORT INC. | 666.60 |
| 380367 | WIMACTEL INC | 77.00 |
| 380368 | WITMER PUBLIC SAFETY GROUP | 257.18 |
| 380369 | WYOMING STATE FIRE MARSHAL'S OFFICE | 560.59 |
| 380370 | WYOMING STARGAZING | 950.00 |
| 380371 | WYOMING TITLE & ESCROW INC | 400.00 |
| 380372 | WYOMING TITLE & ESCROW INC. | 399,975.82 |
| 380373 | XEROX CORPORATION | 1,258.17 |
| 380374 | ZEST HEALTH | 706.35 |
| 380375 | ZOLL MEDICAL CORPORATION | 120.44 |