

# **NOTICE**

**THE SWEETWATER COUNTY BOARD OF COUNTY COMMISSIONERS**

**WILL MEET ON TUESDAY, April 5, 2016 AT 8:30 A.M.**

**IN THE COMMISSIONERS' CHAMBERS**

**(TENTATIVE AND SUBJECT TO CHANGE)**

**PLEASE ARRIVE 15 MINUTES EARLIER THAN YOUR SCHEDULED TIME**

## **PRELIMINARY**

**8:30** CALL TO ORDER  
QUORUM PRESENT  
PLEDGE OF ALLEGIANCE  
APPROVAL OF AGENDA  
APPROVAL OF MINUTES: March 15 & 21, 2016

## **ACCEPTANCE OF BILLS**

Approval of County Vouchers/Warrants  
Approval of Monthly Reports  
Approval of Bonds  
Approval of Abates/Rebates

## **PUBLIC HEARING**

1. Budget Amendments

## **COMMISSIONER COMMENTS/REPORTS**

**8:40** Commissioner Van Matre  
**8:50** Commissioner West  
**9:00** Commissioner Kolb  
**9:10** Commissioner Wendling  
**9:20** Chairman Johnson

## **COUNTY RESIDENT CONCERNS**

**9:30**

## **ACTION/PRESENTATION ITEMS**

**9:40** Update on Legislative Session Outcomes for Counties  
and WLPI Update  
**10:10** Discussion of Corrals in County ROW Country Club Road  
**10:25** FY 17 Revenue Projection Discussion  
**10:45** Request Approval for a 24-Hour Malt Beverage Permit  
for the Jim Bridger Picnic

- 10:50** Re-Establish Election Districts
- 10:55** FY 2017 TANF/CPI Grant Sponsorship
- 11:00** Approval of the 2016 High Intensity Drug Trafficking Area (HIDTA) Subrecipient Grant Agreement
- 11:05** Request to Re-Staff Vacant Positions in the Detention Center
- 11:10** Request to Re-Staff Vacant Positions in Engineering
- 11:15** Request to Re-Staff Vacant Position in the Road & Bridge Department
- 11:20** Request Approval and Signature to the 2016 Wildland Fire Management Annual Operating Plan
- 11:30** UW Extension Office Sweetwater County Coordinator Change, Staff Resignation
- 11:45** Flaming Gorge Days Sponsorship Request
- 11:55** Proclamation for National Service Recognition Day

**LUNCH**

**ACTION/PRESENTATION ITEMS**

- 1:30** Health Insurance Discussion
- 2:00** Memorial Hospital of SWC Update

**OTHER**

**EXECUTIVE SESSION AS NEEDED**

**ADJOURN**

[Per Wyo. Stat. §18-3-516\(f\) County information can be accessed on the County's website at www.sweet.wy.us](http://www.sweet.wy.us)

**The draft packet will be available on the county website  
on Friday afternoon (prior to the meeting)**

March 15, 2016  
Green River, WY

The Board of County Commissioners met this day at 8:30 a.m. in Regular Session with all commissioners present. The meeting opened with the Pledge of Allegiance.

**Approval of Agenda**

*Commissioner West moved to approve the agenda. Commissioner Kolb seconded the motion. The motion carried.*

**Approval of Minutes: 03-01-16**

Chairman Johnson requested to strike, under his commissioner comments, the word Chairman and replace with representative regarding Kent Connelly representing the WLCI. Chairman Johnson entertained a motion to approve the amended minutes. *Commissioner Wendling so moved. Commissioner Van Matre seconded the motion. The motion carried.*

**Acceptance of Bills**

**Approval of County Vouchers/Warrants, Monthly Reports, Bonds and Abates/Rebates**

*Commissioner Kolb moved to approve the county vouchers/warrants, monthly reports, bonds and the abates/rebates. Commissioner West seconded the motion. The motion carried.*

<b>WARRANT NO.s</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
68577-68612 & ADVICES	EMPLOYEES AND PAYROLL VENDORS	PAYROLL RUN	1,317,022.45
16844	DAVIS, STEVEN DALE	TRAVEL	168.00
68613	CENTURYLINK	PHONE BILL	114.26
68614	PURCHASE POWER	POSTAGE	108.00
68615	QUESTAR GAS	UTILITIES	121.94
68616	ROCK SPRINGS MUNICIPAL UTILITY	UTILITIES	3,213.41
68617	ROCKY MTN POWER	UTILITIES	10,690.28
68618	SWEETWATER CABLE TV	TV	173.71
68619	UNION TELEPHONE COMPANY INC	PHONE	43.18
68620	VERIZON WIRELESS	BROADBAND	1,390.08
68621	VONAGE BUSINESS INC	PHONE BILL	2,619.46
68622	WEST SIDE WATER & SEWER DISTRICT	UTILITIES	3,200.00
68623	WYOMING RETIREMENT SYSTEM	RETIREMENT	209,414.75
68624	WYOMING RETIREMENT SYSTEM	RETIREMENT	75.00
68625	BRIDGER VALLEY ELECTRIC ASSN	UTILITIES	230.06
68626	CENTURYLINK	PHONE BILL	1,625.59
68627	CENTURYLINK	PHONE BILL	4,938.73
68628	CITY OF GREEN RIVER	UTILITIES	1,443.66
68629	MAIL FINANCE INC	LEASE	3,785.76
68630	QUESTAR GAS	UTILITIES	6,785.37
68631	ROCKY MTN POWER	UTILITIES	8,031.97
68632	US BANCORP	LEASE	360,751.00
68633	WYOMING DEPT OF WORKFORCE SVS	WORKER'S COMPENSATION	15,585.58
68634	WYOMING WASTE SERVICES - ROCK	UTILITIES	591.16
68635	ACE HARDWARE	SUPPLIES	434.96
68636	ACE HARDWARE #11263-C	SUPPLIES	86.64
68637	ALL PRO TURBO LINING	MATS	302.00
68638	ALLEN, CHERYL	MILEAGE	149.04
68639	AMERICAN PLANNING ASSOCIATION	DUES	504.00
68640	AMERIGAS	PROPANE	20.00
68641	AMERIGAS PROPANE LP	PROPANE	1,219.12
68642	APPARATUS EQUIPMENT & SERVICE INC	MOUNTS	543.20
68643	ARMSCOR CARTRIDGE INC	SUPPLIES	11,000.00
68644	ARNELL JR. P.C., GARY B	FEES	3,970.00
68645	BATTERY SYSTEMS INC	BATTERIES	352.38
68646	BENJAMIN FOODS	INMATE FOOD	4,016.13
68647	BENNETT PAINT & GLASS	PAINT	16.48
68648	BI	MONITORING	152.88
68649	BLOEDORN LUMBER	SUPPLIES	120.76
68650	BOBAK, DONNA L	MEALS/MILEAGE	393.81
68651	BOOKCLIFF SALES INC	PARTS	21.01
68652	BRADY INDUSTRIES LLC	VACUUM	953.45
68653	BUCKBOARD MARINA	REFUND/AD	11.56
68654	CAPITAL BUSINESS SYSTEMS INC	CONTRACT	80.26
68655	CARQUEST AUTO PARTS	PARTS	1,530.58
68656	CARRIER CORPORATION	REPAIRS/AGREEMENT	1,891.50
68657	CASPER STAR TRIBUNE	AD	1,224.00
68658	CDW GOVERNMENT	OFFICE SUPPLIES	125.22
68659	CHEMICAL TESTING PROGRAM	KITS	199.00
68660	CITY OF GREEN RIVER	RENT	1,015.00
68661	CJ SIGNS	GRAPHICS	842.50
68662	CLASS C SOLUTIONS GROUP	SUPPLIES	158.24
68663	CLEARVIEW IMPROVEMENT & SERVICE DISTRICT	IMPROVEMENTS	2,081.25
68664	CLIMB WYOMING	BUDGET ALLOCATION	10,427.01

68665	COMMUNICATION TECHNOLOGIES INC	RENTAL/SUPPLIES	543.00
68666	COPIER & SUPPLY CO INC	CONTRACT	712.00
68667	CORONA INSIGHTS	SERVICES	2,912.00
68668	CRUEL JACKS TRAVEL PLAZA/RESTAURANT	REFUND/AD	11.56
68669	DAVIS, SHARON R	MILEAGE	16.20
68670	DELL MARKETING L P	LICENSES/SUPPORT	4,761.24
68671	DELTA DENTAL	CLAIMS	35,753.00
68672	DEPARTMENT OF TRANSPORTATION	PLATES	4.00
68673	DESERT VIEW ANIMAL HOSPITAL	DOG FOOD	149.82
68674	DIEHL ROUSE, KIMMIE	POSTAGE/MILEAGE	85.72
68675	DIVERSIFIED INSURANCE BEN SERV LLC	FEES	1,051.48
68676	DIVERSIFIED INSURANCE BEN SERV LLC	FEES	6,000.00
68677	DIVISION OF CRIMINAL INVESTIGATION	FINGERPRINT	15.00
68678	DIVISION OF CRIMINAL INVESTIGATION	FINGERPRINT	15.00
68679	DIVISION OF CRIMINAL INVESTIGATION	FINGERPRINT	15.00
68680	DIVISION OF CRIMINAL INVESTIGATION	FINGERPRINT	30.00
68681	DJ'S GLASS PLUS	WINDSHIELD/GLASS	1,026.33
68682	EASTIN, VICKIE	MEALS/TRAVEL	181.04
68683	EATON INVESTMENTS INC	REFUND/AD	11.56
68684	EDA ARCHITECTS INC	SERVICES	93,840.23
68685	EDEN SALOON INC	REFUND/AD	11.56
68686	ELECTRICAL CONNECTIONS INC	REPAIRS	1,057.24
68687	ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE INC	LICENSE/SOFTWARE	1,800.00
68688	F B MCFADDEN WHOLESALE COMPANY	SUPPLIES	93.60
68689	F B MCFADDEN WHOLESALE COMPANY	INMATE FOOD/COMMISSARY	6,748.22
68690	FASTENAL COMPANY	PARTS	28.60
68691	FEDEX	SHIPPING	45.83
68692	FIRST CHOICE FORD	PARTS	302.79
68693	FREMONT MOTOR ROCK SPRINGS INC	PARTS	92.63
68694	G & K SERVICES	SERVICES	239.92
68695	GALL'S LLC	EQUIPMENT	6,788.08
68696	GIFFORD, MARTY	DUES	60.00
68697	GLOBAL EQUIPMENT COMPANY INC	EQUIPMENT/SUPPLIES	3,201.44
68698	GOLDEN HOUR SENIOR CITIZENS CENTER	BUDGET ALLOCATION	22,500.00
68699	GRAINGER	SUPPLIES	243.43
68700	HOLIDAY INN - CHEYENNE	LODGING	267.00
68701	HOLIDAY INN EXPRESS - RAWLINS	LODGING	178.00
68702	HOMAX OIL SALES INC	FUEL	1,771.34
68703	HORIZON LABORATORY LLC	AUTOPSIES	450.25
68704	HOSE & RUBBER SUPPLY	PARTS	818.33
68705	HOWARD SUPPLY COMPANY, LLC	PARTS/TOOLS	614.21
68706	IAAO	DUES	175.00
68707	IBS INCORPORATED	SUPPLIES	427.05
68708	J & S SOLAR PRODUCTS	TINT	240.00
68709	J & V ENTERPRISES INC	OFFICE SUPPLIES	508.36
68710	JACK'S TRUCK & EQUIPMENT	PARTS	356.75
68711	JENNY SERVICE CO	INMATE FOOD/INMATE SUPPLIES	956.64
68712	JO/ETTA LLC	REFUND/AD	11.56
68713	JOHNSON, WALLY J	MEALS/MILEAGE	686.01
68714	KAYAR DISTRIBUTING	REFUND/AD	11.56
68715	KILMERS BG DISTRIBUTING	ADDITIVES	339.00
68716	LEVITT, LARRY	OFFICE SUPPLIES/EQUIPMENT	110.25
68717	LITTLE AMERICA - CHEYENNE	LODGING	337.00
68718	LITTLE AMERICA HOTELS & RESORTS INC	REFUND/ADS	23.12
68719	MARCHAL, KRISENA	MILEAGE/FUEL	102.90
68720	MCKEE FOODS CORPORATION	INMATE FOOD	577.44
68721	MEADOW GOLD DAIRIES SLC	INMATE FOOD	1,875.86
68722	MED-TECH RESOURCE INC	SUPPLIES	183.93
68723	MEMORIAL HOSPITAL OF SWEETWATER CO	TITLE 25/TESTING	81,171.67
68724	MENDENHALL COMMERCIAL LAUNDRY EQUIP	PARTS	80.27
68725	MITCH'S	REFUND/AD	11.56
68726	MODEL SIGN	SIGNS	102.00
68727	MOUNTAIN BAY SCUBA 06	NITROX	100.00
68728	MOUNTAIN WEST BUSINESS SOLUTIONS	CONTRACT	15.00
68729	MUSTANG TRAVEL STOP LLC	REFUND/ADS	23.12
68730	NAPA AUTO PARTS UNLIMITED	PARTS/SUPPLIES	205.71
68731	NEW FRONTIER IMAGING LLC	INMATE MEDICAL	335.00
68732	NICHOLAS & COMPANY	INMATE FOOD/SUPPLIES	1,200.04
68733	NORCO INC	PARTS	11.84
68734	ERIC F PHILLIPS LAW OFFICE	FEES	800.00
68735	LAW OFFICE OF BOBBY W PINEDA	FEES	3,340.00
68736	PLAINSMAN PRINTING & SUPPLY	OFFICE SUPPLIES	354.76
68737	PM AUTOGLASS INC	TINTS	1,148.00
68738	PUBLIC DEFENDER	RENT	2,500.00
68739	PURPLE SAGE VENTURES LLC	REFUND/AD	11.56
68740	QUILL CORPORATION	OFFICE SUPPLIES	1,391.51
68741	REAL KLEEN INC	SUPPLIES	346.15
68742	REILLY, CARLA S	RENT	600.00
68743	ROCK SPRINGS NEWSPAPERS INC	SUBSCRIPTION	127.00
68744	ROCK SPRINGS NEWSPAPERS INC	ADS	5,826.94
68745	ROCK SPRINGS NEWSPAPERS INC	ADS	135.50
68746	ROCK SPRINGS SW CO AIRPORT	FUNDING	273,419.50
68747	ROCK SPRINGS WINNELSON CO	PARTS	15.05
68748	ROCKY MOUNTAIN SERVICE BUREAU INC	COMMISSION	1,509.14
68749	ROLLING GREEN COUNTRY CLUB	REFUND/AD	11.56

68750	SIX STATES DISTRIBUTORS INC	SUPPLIES	37.97
68751	SKAGGS COMPANIES INC	UNIFORMS	2,857.79
68752	SLAUGHTER, ROBERT D	MILEAGE	262.44
68753	SMYTH PRINTING INC	OFFICE SUPPLIES	969.95
68754	SNAP ON TOOLS	EQUIPMENT	504.95
68755	SPRING CREEK GUEST RANCH	REFUND/AD	36.52
68756	STAFFORD, NANCY	MILEAGE	198.72
68757	STAPLES ADVANTAGE - DEPT LA	OFFICE SUPPLIES	64.90
68758	STERLING COMMUNICATIONS & ELECTRONICS	RENT	254.00
68759	SWEETWATER CO SCHOOL DISTRICT #1	GRANT EXPENSES	4,533.31
68760	SWEETWATER CO SOLID WASTE DISPOSAL	E-WASTE	88.00
68761	SWEETWATER COUNTY HEALTH BOARD	BUDGET ALLOCATION/FLU SHOTS	49,220.25
68762	SWEETWATER FAMILY RESOURCE CENTER	BUDGET ALLOCATION	4,673.19
68763	SWEETWATER PLUMBING & HEATING	PARTS	161.45
68764	SWEETWATER TROPHIES	SIGNS/SHIPPING	204.61
68765	TASC CLIENT SERVICES	FEES	1,244.88
68766	TASER INTERNATIONAL	EQUIPMENT/SUPPLIES	66,090.98
68767	TEGELER & ASSOCIATES	BONDS	100.00
68768	THE AMERICAN LEGION	ADS	60.00
68769	THE MASTER'S TOUCH LLC	MAILINGS/POSTAGE	1,815.48
68770	THE PARTRIDGE PSYCHOLOGICAL GROUP	ASSESSMENT	400.00
68771	THE TIRE DEN INC	ALIGNMENT/TIRES/REPAIRS/PARTS	1,761.65
68772	THE UPS STORE - #3042	SHIPPING	116.70
68773	THOMSON REUTERS-WEST PAYMENT CTR	SUBSCRIPTION	1,229.67
68774	TUBBS MD LLC, KENNON C	INMATE MEDICAL	5,000.00
68775	U S FOODS INC	INMATE FOOD	2,440.78
68776	UNITED SITE SERVICES	RESTROOM	162.51
68777	VALLEY MART INC	REFUND/AD	11.56
68778	VAN MATRE, DON	MILEAGE	438.48
68779	VARLEY MERCANTILE	REFUND/AD	11.56
68780	VARLEY MERCANTILE	REFUND/AD	11.56
68781	VAUGHN'S PLUMBING & HEATING	SERVICES	900.00
68782	VENTURE TECHNOLOGIES	EQUIPMENT/MAINTENANCE	39,708.60
68783	VIRS	BUDGET ALLOCATION	17,089.22
68784	WADE'S REFRIGERATION	REPAIRS	112.50
68785	WAXIE SANITARY SUPPLY	SUPPLIES	3,065.55
68786	WENDLING, RANDAL M	MILEAGE	851.04
68787	WESTERN RELIEF LLC	RESTROOMS	130.00
68788	WHISLER CHEVROLET COMPANY	PARTS	335.98
68789	WHITE MOUNTAIN MINING CO	REFUND/AD	11.56
68790	WINTER EQUIPMENT COMPANY INC	SYSTEM	16,308.48
68791	WORKFORCEQA CSS HOLDINGS LLC	TESTING	140.00
68792	WYOMING MACHINERY COMPANY	PARTS/REPAIRS	384.52
68793	WYOMING.COM	E-MAIL/WIRELESS	61.95
68794	YOUNG AT HEART EARLY LEARNING CTR	GRANT EXPENSES	4,375.60
68795	YWCA OF SWEETWATER COUNTY	BUDGET ALLOCATION/GRANT EXPENSES	46,751.84
<b>GRAND TOTAL:</b>			<b>2,847,318.04</b>

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The following bonds were placed on file:

Michael D. Tacke     Ten Mile Water & Sewer District, Treasurer     \$10,000.00

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The following abates/rebates were placed on file:

<b>TAXPAYER</b>	<b>VALUATION</b>	<b>TAXPAYER</b>	<b>VALUATION</b>
MARATHON OIL CO	-17,278.00	BP AMERICA PRODUCTION CO	-2,848.00
ENCANA OIL & GAS(USA)INC	-12,144.00	BP AMERICA PRODUCTION CO	-11,084.00
BREITBURN OPERATING LP	-12,305.00	BP AMERICA PRODUCTION CO	-80,411.00
BP AMERICA PRODUCTION CO	-43,848.00	BP AMERICA PRODUCTION CO	-15,985.00
BP AMERICA PRODUCTION CO	-69,708.00		

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## **Public Hearing**

### **Budget Amendments**

Accounting Manager Bonnie Berry presented Resolution 16-03-CL-02. Following discussion, Chairman Johnson opened the public hearing. Hearing no comments, the public hearing was closed. **Commissioner Wendling moved to approve Resolution 16-03-CL-02, Sweetwater County Budget Amendment. Commissioner Kolb seconded the motion.** The motion carried.

**RESOLUTION 16-03-CL-02**  
**SWEETWATER COUNTY**  
**BUDGET AMENDMENT**

DUE to unanticipated capital expenditures within the County Attorney's Office totaling \$15,000

WHEREAS, it has been determined that the aforementioned funds need to be transferred within the 2015-2016 County Budget,

WHEREAS, the Notice of Public Hearing has been published in accordance with the regulations and rules governing the budget process and there being no protests filed or expressed to the Board of County Commissioners regarding this amendment to the Sweetwater County Budget at the hearing,

BE IT THEREFORE RESOLVED: that the 2015-2016 fiscal year budget for Sweetwater County be amended to reflect the following budget changes:

Expenditure Increase General Fund:

County Attorney – Capital	\$15,000
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Expenditure Decrease General Fund:

County Attorney – Operating	(\$15,000)
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Dated at Green River, Wyoming this 15th day of March, 2016.

THE BOARD OF COUNTY COMMISSIONERS  
OF SWEETWATER COUNTY, WYOMING

\_\_\_\_\_  
Wally J. Johnson, Chairman

\_\_\_\_\_  
John K. Kolb, Member

\_\_\_\_\_  
Don Van Matre, Member

\_\_\_\_\_  
Randal M. Wendling

\_\_\_\_\_  
Reid O. West, Member

ATTEST:

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Steven Dale Davis, County Clerk

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**2016 Filing of Gross Salaries and Positions**

County Clerk Dale Davis presented the 2016 annual filing of gross salaries and positions submitted for full-time employees of agencies receiving county funding. Following discussion, the commission concurred to have the salaries listed annually rather than monthly and to publish the salaries in the newspaper of record. Chairman Johnson entertained a motion to authorize the filing of the salaries as indicated by the county clerk.

***Commissioner Kolb moved to approve with the publishing of the salaries as indicated. Commissioner Van Matre seconded the motion.*** The motion carried.

**Commissioner Comments/Reports**

**Chairman Johnson**

Chairman Johnson expressed his appreciation to Commissioners Kolb and Van Matre, Grants Manager Krisena Marchal, and Business Council Director Pat Robbins for their attendance and support of the Events Complex and Airport grant submissions during the Business Council meeting in Torrington, Wyoming. Chairman Johnson reported on the meeting he attended for the Coalition of Local Governments. Chairman Johnson addressed his concerns relative to the distribution of funds to cities, towns and counties and shared his displeasure with the "rainy-day fund" not being defined. Chairman Johnson read aloud the facility report from Facilities Manager Chuck Radosevich. Chairman Johnson explained that the deadline to drop off bid proposals for the Sweetwater County Justice Center Expansion Project has been delayed to Thursday, March 17, 2016 and requested to hold a special meeting on Monday, March 21, 2016 at 10:00 a.m. to award the bid.

**Commissioner Van Matre**

Commissioner Van Matre reported that he attended the Business Council meeting in Torrington, Wyoming with Airport Manager Devon Brubaker and members of the Airport Board. Commissioner Van Matre shared that he met with Airport Manager Devon Brubaker, Human Resource Director Garry McLean, Custodial Manager Karen Bailey, VSO Director Larry Levitt, Purchasing Manager Marty Dernovich, Facilities Manager Chuck Radosevich, County Treasurer Robb Slaughter, Events Complex Director Larry Lloyd, and Events Complex Marketing Director Kandi Pendleton. Commissioner Van Matre reported on his liaison meeting for the Airport Board.

### **Commissioner West**

Commissioner West reported that he attended the Ryan Greene for Congress meeting. Commissioner West explained that he spoke with Events Complex Director Larry Lloyd regarding a recommendation from the Business Council. Commissioner West noted that he spoke with Accounting Manager Bonnie Berry, Public Works Director John Radosevich and Board of Health Director Grant Christensen. Commissioner West explained that he has received multiple requests regarding 6th cent projects and spending allocation. Commissioner West noted that boards were inquiring how to submit their budget regarding the possibility of raises or providing a bonus. The commission explained that they will discuss the request during upcoming meetings.

### **Commissioner Kolb**

Commissioner Kolb expressed his concerns relative to the distribution of funds to cities, towns and counties. Commissioner Kolb reported on his liaison meetings for Memorial Hospital of Sweetwater County and Planning and Zoning. Commissioner Kolb explained that he attended the Business Council meeting and that Grants Manager Krisena Marchal wrote a great grant that was recommended number one and looks forward to lobbying the SLIB Board to get the full amount reinstated. Lastly, Commissioner Kolb noted that he spoke with County Treasurer Robb Slaughter, Land Use Director Eric Bingham, County Clerk Dale Davis, County Attorney Danny Erramouspe, Deputy County Attorney Jim Schermetzler, Grants Manager Krisena Marchal and Facilities Manager Chuck Radosevich.

### **Commissioner Wendling**

Commissioner Wendling shared his excitement with the numerous grants that Sweetwater County was recommended for and expressed his appreciation to Commissioners Kolb and Van Matre for representing Sweetwater County during the Wyoming Business Council meeting. Commissioner Wendling reported on meetings he attended for the Sweetwater County Conservation District, the Wyoming Pipeline Association training, the Chamber of Commerce Small Business Round Table, the Farson Eden Solid Waste District, the JDAI, the North Sweetwater Water and Sewer District, the STAR Board and the Tripartite Board as well as a BLM Installation Ceremony. Commissioner Wendling further reported that he attended the Ground Breaking Ceremony for the Farson-Eden K-12 School and attended a Chamber Luncheon.

### **County Resident Concerns**

Chairman Johnson opened county resident concerns. Airport Manager Devon Brubaker expressed his appreciation to the commission for their support of the Business Council Grant. Vice Chairman of the North Sweetwater Water and Sewer District Chuck Johnson was present to express support for the Sewer District. Hearing no further comments, the county resident concerns comment period was closed.

### **Action/Presentation Items**

#### **Board Appointments**

##### **Health Board (4 Year Term)**

Following discussion, *Commissioner West moved to appoint Kristy Meeks to the District Board of Health. Commissioner Wendling seconded the motion.* The motion carried.

##### **Solid Waste Disposal District No. 1- Rock Springs (3 Year Term with two Vacancies)**

Following discussion, *Commissioner West moved to appoint Jimmy Druce. Commissioner Van Matre seconded the motion.* The motion carried.

*Commissioner Kolb moved to re-appoint Jack Simmerman. Commissioner West seconded the motion.* The motion carried.

##### **Combined Communications Joint Powers Board (3 Year Term)**

*Commissioner Kolb moved to re-appoint Rick Hawkins to the Combined Communications Joint Powers Board. Commissioner Wendling seconded the motion.* The motion carried.

### **Break**

Chairman Johnson called for a break.

#### **Make Joint Appointments to the Communities Protecting the Green Steering Committee**

Deputy County Attorney Jim Schermetzler presented Resolution 16-03-CC-01. Following discussion, *Commissioner Kolb moved to approve Resolution 16-03-CC-01. Commissioner Wendling seconded the motion.* The motion carried.

### **RESOLUTION 16-03-CC-01**

#### **A RESOLUTION APPROVING THE JOINT APPOINTMENT OF RICHARD MATTHEY AND DON HARTLEY AS MEMBERS OF THE COMUNITIES PROTECTING THE GREEN STEERING COMMITTEE**

WHEREAS, pursuant to the terms of the Cooperative Agreement among the City of Rock Springs, Wyoming, the City of Green River, Wyoming, and Sweetwater County, Wyoming, passed and approved on the 11<sup>th</sup> day of August, 2009, the participating entities are required to make two (2) "at large" appointments; and

WHEREAS, these “at large” appointments require approval of all participate entities; and,

WHEREAS, the appointment of Richard Mathey has been approved by the City of Rock Springs and the City of Green River and,

WHEREAS, the appointment of Don Hartley has been approved by the City of Rock Springs.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SWEETWATER COUNTY;

That the joint appointment of Richard Mathey and Don Hartley as members of the Communities Protecting the Green Steering Committee is hereby approved.

PASSED AND APPROVED THIS 15<sup>th</sup> day of March, 2016.

THE BOARD OF COUNTY COMMISSIONERS  
OF SWEETWATER COUNTY, WYOMING

\_\_\_\_\_  
Wally J. Johnson, Chairman

\_\_\_\_\_  
John K. Kolb, Member

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Don Van Matre, Member

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Randal M. Wendling

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Reid O. West, Member

ATTEST:

\_\_\_\_\_  
Steven Dale Davis, County Clerk

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**Consider Offer to Buy-Out Lease for the Verizon Tower Located at the Events Center**

Deputy County Attorney Jim Schermetzler explained that Sweetwater County has a lease with Verizon for a tower located at the County Events Center and an offer for a one-time payment of \$194,000.00 for a permanent easement was presented. Following discussion, Chairman Johnson entertained a motion to reject the offer. *Commissioner West so moved. Commissioner Van Matre seconded the motion.* The motion carried.

**Surplus of Old Brush Trucks to the Bairoil and Wamsutter Volunteer Fire Departments**

County Fire Warden Mike Bournazian explained that the cities of Wamsutter and Bairoil have requested the surplus wildland fire engines. Following discussion, *Commissioner Wendling moved to approve the transfer of ownership of the wildland fire engines; one to Wamsutter and one to Bairoil. Commissioner Van Matre seconded the motion.* Following discussion, the motion carried.

**Request Approval of the Application for Deposit of Public Funds**

County Treasurer Robb Slaughter presented, pursuant to W.S. 9-4-818, the 2016 application for deposit of public funds. Following discussion, *Commissioner West moved to approve the institutions for deposit of public funds as shown effective March 15, 2016. Commissioner Wendling seconded the motion.* The motion carried.

(Effective March 15, 2016); Uinta Bank, 1<sup>st</sup> Bank North Side, Bank of the West, US Bank, Wells Fargo Bank, State Bank of Green River, RSNB, Commerce Bank, Rocky Mountain Bank.

**Participation in the 2016 Southwest Wyoming Resource Rendezvous**

Public Works Director John Radosevich questioned if the commission would like to participate in the 2016 Southwest Wyoming Resource Rendezvous. Following discussion, *Commissioner Wendling moved to approve the funding of \$500.00 plus the fee for paraphernalia. Commissioner West seconded the motion.* The motion carried.

**Discussion on Proposed Route for Sweetwater Water and Sewer District Regional Sewer Connection to the City of Rock Springs**

Keller Associates Engineer Kye Kreusel, Project Manager Brian Finney, and Public Works Director John Radosevich discussed the regional sewer pipeline project and addressed the proposed route through the County Events Complex. Events Complex Director Larry Lloyd was present to express his support for the project. He explained, however, that he would like to be included in the meetings to avoid scheduling conflicts. Following discussion, *Commissioner West moved that the County accept the proposed plans for the extension of the sewer lines due to the North Sweetwater Water Sewer District tying in to the City of Rock Springs sewer system across the counties property in front of the Events Complex on Yellowstone Road with the understanding that the construction time frame be coordinated with the Events Complex so as not to disrupt the activities that are important to the county. Commissioner Wendling seconded the motion.* The motion carried.

**Progress Status Regarding the Planned Sewer Improvement Project Connecting the Reliance System to the Rock Springs Sewer System**

Keller Associates Engineer Kye Kreusel and North Sweetwater Water & Sewer District board members Vice Chairman Charles Johnson and Treasurer Steve Latham provided a status update regarding the planned sewer improvement project connecting the Reliance sewer system to the City of Rock Springs sewer system. Following discussion, the commission expressed their appreciation for the update.

### **Break**

Chairman Johnson called for a break.

### **Upcoming Special Events Update for the Young at Heart Center**

Young at Heart Center Director Jeanine Cox and Board of Directors Vice Chairman Marty Martin provided the commission with an update on special events and current funding for services. The commission expressed their appreciation for the update and wished Ms. Cox well on her retirement.

### **Update and 2015 Annual Report for the SWCO Conservation District**

Sweetwater County Conservation District Board members including Chairperson Mary Thoman, Vice Chairman Tom Burris, Treasurer Henry Bliss, and District Clerk Karen Pecheny provided an update and annual report for 2015. The commission expressed their appreciation for the update.

### **Request to Re-Staff Vacant Position in the Detention Center**

Sheriff Lowell and Human Resource Director Garry McLean requested authorization to replace a vacant position in the Detention Center. Following discussion, Chairman Johnson entertained a motion to approve the request as presented. *Commissioner Wendling so moved. Commissioner Van Matre seconded the motion.* The motion carried.

### **Executive Session(s)-Personnel/Legal**

Chairman Johnson entertained a motion to enter into executive session for personnel and legal. *Commissioner West so moved. Commissioner Wendling seconded the motion.* The motion carried. A quorum of the commission was present.

After coming out of executive session, Chairman Johnson explained that no action was required.

### **Lunch**

Chairman Johnson recessed the meeting for lunch. After the lunch break, Chairman Johnson opened the afternoon session and explained that Commissioner West was excused for the afternoon session.

### **Planning & Zoning- Public Hearing**

#### **Misty Bomba- Final Plat- Mountain High Estates Subdivision**

Land Use Director Eric Bingham provided the Planning & Zoning report and presented Resolution 16-03-ZO-01. Land owner Misty Bomba was present. Following discussion, Chairman Johnson opened the public hearing. Hearing no comments, the public hearing was closed. Chairman Johnson entertained a motion to approve Resolution 16-03-ZO-01, Misty D. Bomba Final Plat Mountain High Estates Subdivision, as presented by staff and authorize the Chairman to sign said plat and all related documents. *Commissioner Kolb moved to approve Resolution 16-03-ZO-01 with the aforementioned stipulations attached to it. Commissioner Wendling seconded the motion.* The motion carried.

## **RESOLUTION 16-03-ZO-01 MISTY BOMBA FINAL PLAT MOUNTAIN HIGH ESTATES SUBDIVISION**

WHEREAS, Misty Bomba has requested Final Plat approval in accordance with Section 5 of the Sweetwater County Subdivision Regulations for Mountain High Estates Subdivision. This subdivision is located on a parcel of land owned by Misty D. Bomba and described as:

All of the Southwest Quarter of the Southeast Quarter of Section 33, Resurvey Township 20 North, Range 105 West of the Sixth Principal Meridian, Sweetwater County, Wyoming.

WHEREAS, the Sweetwater County Board of County Commissioners held a public hearing in regards to this matter on March 15, 2016 and has given due consideration to the recommendation of the Planning and Zoning Commission and to all the evidence and testimony presented at the hearing;

NOW THEREFORE BE IT RESOLVED, that the Final Plat for Mountain High Estates Subdivision is APPROVED and the Chairman is authorized to sign the Final Plat and Subdivision Improvements Agreement;

BE IT FURTHER RESOLVED that the Board authorizes the Land Use Director to release Letters of Credit as subdivision improvements are accepted by the County pursuant to the Subdivision Improvements Agreement.

Dated this 15<sup>th</sup> day of March, 2016.

THE BOARD OF COUNTY COMMISSIONERS  
OF SWEETWATER COUNTY, WYOMING

---

Wally J. Johnson, Chairman

\_\_\_\_\_  
John K. Kolb, Member

\_\_\_\_\_  
Don Van Matre, Member

\_\_\_\_\_  
Randal M. Wendling

\_\_\_\_\_  
Reid O. West, Member

ATTEST:

\_\_\_\_\_  
Steven Dale Davis, County Clerk

\*\*\*\*\*

**Adjourn**

There being no further business to come before the Board this day, the meeting was adjourned subject to the call of the Chairman

This meeting was recorded with technical difficulty and is available from the County Clerk's office at the Sweetwater County Courthouse in Green River, Wyoming

THE BOARD OF COUNTY COMMISSIONERS  
OF SWEETWATER COUNTY, WYOMING

\_\_\_\_\_  
Wally J. Johnson, Chairman

\_\_\_\_\_  
John K. Kolb, Member

\_\_\_\_\_  
Don Van Matre, Member

\_\_\_\_\_  
Randal M. Wendling

\_\_\_\_\_  
Reid O. West, Member

ATTEST:

\_\_\_\_\_  
Steven Dale Davis, County Clerk

\*\*\*\*\*

March 21, 2016  
Green River, WY

The Board of County Commissioners met this day at 10:00 a.m. in a special meeting with Commissioners Kolb, Van Matre, Wendling, and Acting Chairman West present. Chairman Johnson was excused from the meeting. The meeting opened with the Pledge of Allegiance. Acting Chairman West explained that the purpose of the meeting is to award the bid for the Sweetwater County Justice Center Expansion Project

**Award the Bid for the Sweetwater County Justice Center Expansion Project**

Facilities Manager Chuck Radosevich presented the bid documents for the Sweetwater County Justice Center Expansion Project. EDA Architect Tom Brennan was present via telephone conference. Both Mr. Radosevich and Mr. Brennan recommended awarding the bid to Groathouse Construction, Inc. out of Cody, Wyoming. Following discussion and expressing appreciation to all those involved in the process, ***Commissioner Kolb moved to award the Sweetwater County Justice Center Expansion to Groathouse Construction, Inc. including all work associated with the base bid and alternates 1 & 2 in the sum total of \$17,114,000.00 in the contract documents and have the Chairman sign the contract when it is completed. Commissioner Van Matre seconded the motion.*** The motion carried.

**Adjourn**

There being no further business to come before the Board this day, the meeting was adjourned subject to the call of the Chairman.

This meeting was recorded and is available from the County Clerk's office at the Sweetwater County Courthouse in Green River, Wyoming

THE BOARD OF COUNTY COMMISSIONERS  
OF SWEETWATER COUNTY, WYOMING

Absent  
Wally J. Johnson, Chairman

\_\_\_\_\_  
John K. Kolb, Member

\_\_\_\_\_  
Don Van Matre, Member

\_\_\_\_\_  
Randal M. Wendling, Member

\_\_\_\_\_  
Reid O. West, Member

ATTEST:

\_\_\_\_\_  
Steven Dale Davis, County Clerk

\*\*\*\*\*

	DATE	AMOUNT	WARRANT #'S
EAL	3/17/2016	3,456.60	68797-68843
EAL	3/18/2016	23,426.06	68844-68852
EAL	3/25/2016	34,335.56	68855-68874
EAL	4/1/2016	11,642.02	
EAL	4/5/2016	1,139,042.20	

Payroll Run	5,460.80	Payroll: Check #	68796	Advice #	16845-46
Payroll Run	1,846.82		68853-54		
Payroll Run					

TOTAL AMOUNT \$1,219,210.06

Vouchers in the above amount are hereby approved and ordered paid this date of 04/05/2016

\_\_\_\_\_  
Wally J. Johnson, County Commissioner

\_\_\_\_\_  
John K. Kolb, County Commissioner

\_\_\_\_\_  
Don Van Matre, County Commissioner

\_\_\_\_\_  
Randal M. Wendling, County Commissioner

Attest:

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Reid O. West, County Commissioner

**Authorization for Monthly Reports**

**4-5-16**

1. **Clerk of District Court**
2. **Sheriff**

THE BOARD OF COUNTY COMMISSIONERS  
FOR SWEETWATER COUNTY, WYOMING

\_\_\_\_\_  
Wally J. Johnson, Chairman

\_\_\_\_\_  
John K. Kolb, Member

\_\_\_\_\_  
Donald Van Matre, Member

\_\_\_\_\_  
Randal M. Wendling, Member

\_\_\_\_\_  
Steven Dale Davis, County Clerk

\_\_\_\_\_  
Reid O. West, Member

Attest:

**Monthly Statement**

Statement of the earnings or collections of **Donna Lee Bobak** as Clerk of **District Court** within and for the county of Sweetwater, state of Wyoming, for the month ending:

**FEBRUARY, 2016**

Reported to the Board of County Commissioners of said County.

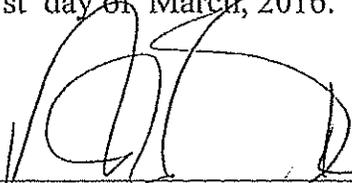
<u>CIVIL FEES</u> .....	\$	5,897.00
Code: DC		
<u>BOND FORFIETED</u> .....	\$	0.00
Code: FO		
<u>CRIMINAL FINES/COSTS</u> .....	\$	30.00
Code: CF		
TOTAL EARNINGS .....	\$	5,927.00

Clerk of District Court Check # 10450

STATE OF WYOMING  
COUNTY OF SWEETWATER

I hereby certify that the above is a true and correct statement of the earnings of my office, or of moneys collected by me as such officer, during the month above mentioned, and that the same has been by me paid into the county treasury

Witness, my hand and seal this 1st day of March, 2016.

  
Donna Lee Bobak, Clerk of District Court 

# MONTHLY STATEMENT

Statement of the Earnings or Collections of Mike Lowell

as Sheriff within and for the County of Sweetwater

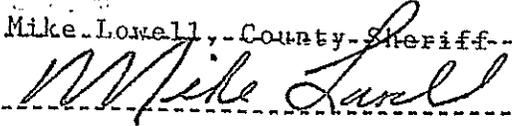
State of Wyoming, for the month ending February 29, 20 16, and reported to the Board of County Commissioners of said County.

<p>COUNTY CLERK,</p>	<p>Recording Fees, .....</p> <p>Marriage Licenses, .....</p> <p>Chattel Mortgages, .....</p> <p>Motor Certificates of Title, .....</p> <p>Sale of County Property, .....</p> <p>Miscellaneous Receipts, .....</p> <p style="text-align: right;">Total Receipts, .....</p>		
<p>CLERK, DISTRICT COURT,</p>	<p>Civil Fees, .....</p> <p>Probate Fees, .....</p> <p>Criminal fines and Costs, .....</p> <p>Miscellaneous Fees, .....</p> <p style="text-align: right;">Total Earnings, .....</p>		
<p>SHERIFF, .....</p>		4937	50
<p>ASSESSOR, .....</p>			

STATE OF WYOMING )  
 County of Sweetwater )ss.  
 )

I hereby certify that the above is a true and correct statement of the earnings of my office, or of moneys collected by me as such officer during the month above mentioned, and that the same has been by me paid into the County Treasury.

WITNESS my hand and seal this 29 day of February, 20 16

\_\_\_\_\_  
 Mike Lowell, County Sheriff  
  
 \_\_\_\_\_

**Authorization for Bonds**

**4-5-16**

Michael Fermelia	SWCO Solid Waste Disposal District #1, Treasurer	\$10,000.00
Kay Ferris	BoCES Region V	\$25,000.00

THE BOARD OF COUNTY COMMISSIONERS  
FOR SWEETWATER COUNTY, WYOMING

\_\_\_\_\_  
Wally J. Johnson, Chairman

\_\_\_\_\_  
John K. Kolb, Member

\_\_\_\_\_  
Donald Van Matre, Member

Attest:

\_\_\_\_\_  
Randal M. Wendling, Member

\_\_\_\_\_  
Steven Dale Davis, County Clerk

\_\_\_\_\_  
Reid O. West, Member

\_\_\_\_\_  
James P. Schermetzler, Deputy County Attorney

Wyoming



# Western Surety Company

## OFFICIAL BOND AND OATH

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 54932399

That we Michael Fernelia,

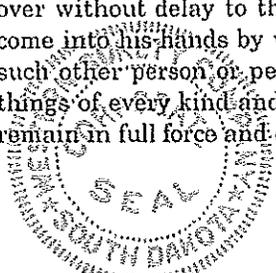
of Rock Springs, Wyoming, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of Wyoming, as Surety, are held and firmly bound unto \_\_\_\_\_, the State of Wyoming, in the penal

sum of Ten Thousand and 00/100 DOLLARS (\$ 10,000.00), to which payment well and truly to be made, we bind ourselves and our legal representatives, jointly and severally, firmly by these presents.

Dated this 13th day of January, 2016.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the above bounden Principal was duly  Appointed  Elected to the office of Treasurer in the City of Sweetwater County Solid Waste Disposal District #1, and State aforesaid for the term beginning April 10, 2016, and ending April 10, 2017.

NOW THEREFORE, If the above bounden Principal and his deputies shall faithfully, honestly and impartially perform all the duties of his said office of Treasurer as is or may be prescribed by law, and shall with all reasonable skill, diligence, good faith and honesty safely keep and be responsible for all funds coming into the hands of such officer by virtue of his office; and pay over without delay to the person or persons authorized by law to receive the same, all moneys which may come into his hands by virtue of his said office; and shall well and truly deliver to his successor in office, or such other person or persons as are authorized by law to receive the same, all moneys, books, papers and things of every kind and nature held by him as such officer, the above obligation shall be void, otherwise to remain in full force and effect.



Michael Fernelia  
Principal

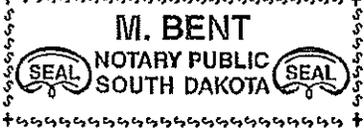
WESTERN SURETY COMPANY  
By Paul T. Brydlat  
Paul T. Brydlat, Vice President

ACKNOWLEDGMENT OF SURETY  
(Corporate Officer)

STATE OF SOUTH DAKOTA }  
County of Minnehaha } ss

On this 13th day of January, 2016, before me, appeared

Paul T. Bruflat to me personally known, being by me sworn, and did say that he is the aforesaid officer of WESTERN SURETY COMPANY, and that the seal affixed to said instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its Board of Directors, and said officer acknowledged said instrument to be the free act and deed of said corporation.



M. Bent  
Notary Public

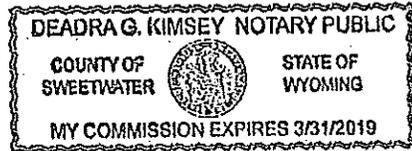
My Commission Expires March 2, 2020

OATH OF OFFICE

I do solemnly swear (or affirm) that I will support, obey and defend the constitution of the United States, and the constitution of the state of Wyoming; that I have not knowingly violated any law related to my election or appointment, or caused it to be done by others; and that I will discharge the duties of my office with fidelity.

x Michael Fermelia

State of Wyoming }  
County of Sweetwater } ss



This Oath of Office was subscribed and sworn to before me by Michael Fermelia on this 14th day of March, 2016. My commission expires:

Deadra G. Kimsey  
Notary Public, Wyoming

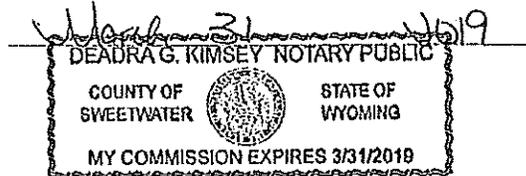
ACKNOWLEDGMENT OF PRINCIPAL

THE STATE OF WYOMING }  
County of Sweetwater } ss

On this 14th day of March, 2016, before me, personally appeared

Michael Fermelia, to me known to be the person described in and who executed the foregoing instrument as Principal, and acknowledged that the same was executed as his free act and deed.

My commission expires



Deadra G. Kimsey  
Notary Public, Wyoming

# Western Surety Company

## OFFICIAL BOND AND OATH OF SCHOOL DISTRICT TREASURER

KNOW ALL PERSONS BY THESE Bond 71758563

That Kay Ferris  
of Fort Washakie, Wyoming, as Principal, and WESTERN SURETY  
a corporation duly licensed to do business in the State of Wyoming, as Surety, are held and firmly  
unto BOCES Region V of the State of Wyoming, in the penal sum  
Twenty-Five Thousand and 00/100 DOLLARS 25,000.00,  
to which payment well and truly to be made, we bind ourselves and our legal representatives, jointly and  
severally, firmly by these presents.

Dated 1st day of March, 2016.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the above  
Principal was on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, duly elected to the office of  
'Treasurer in the BOCES Region V, and State aforesaid, for the  
beginning March 12, 2016, and ending March 12,  
2017.

NOW, THEREFORE, if the above bounden Principal and his deputies shall faithfully, honestly and  
impartially perform all the duties of his said office of Treasurer as is or may be prescribed by law, and shall  
with all reasonable skill, diligence, good faith and honesty safely keep and be responsible for all funds  
coming into the hands of such officer by virtue of his office; and pay over without delay to the person or  
persons authorized by law to receive the same, all moneys which may come into his hands by virtue of his  
said office; and shall well and truly deliver to his successor in office, or such other person or persons as are  
authorized by law to receive the same, all moneys, books, papers and things of every kind and nature held  
by him as such officer, the above obligation shall be void, otherwise to remain in full force and effect.



Kathleen Ferris  
Principal

WESTERN SURETY COMPAN

By Paul T. Bruflat  
Paul T. Bruflat, Vice President

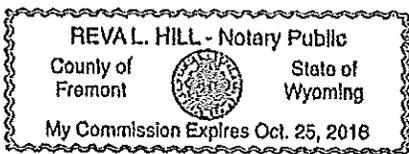
OATH OF SCHOOL DISTRICT TREASURER

STATE OF WYOMING }  
County of Fremont } ss

I do solemnly swear that I will faithfully perform the duties of Treasurer in accordance with law.

Subscribed and sworn to before me 3<sup>rd</sup> day of March, 2016.  
Kathleen Ferris  
Principal

My commission expires October 25, 2016.  
[Signature]  
Notary Public - Wyoming

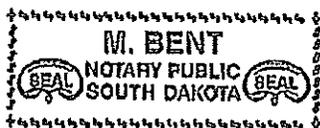


ACKNOWLEDGMENT OF SURETY

STATE OF SOUTH DAKOTA }  
COUNTY OF MINNEHAHA } ss

On this 1st day of March, 2016, before me, the undersigned officer,  
personally appeared Paul T. Bruflat, who acknowledged himself to be the aforesaid officer  
of WESTERN SURETY COMPANY, a corporation, and that he as such officer, being authorized so to do,  
executed the foregoing instrument for the purpose therein contained, by signing the name of the corporation  
by himself as such officer.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.



M. Bent  
Notary Public, South Dakota

My Commission Expires March 2, 2020

## Authorization for Abate/Rebate of Ad Valorem Taxes

April 5, 2016

NOVC	TAXPAYER	ACCOUNT	TAX DIST	VALUATION	TAX YEAR	ADJUSTMENTS	REASON	A/R NUMBER
2016-0133	ANADARKO E&P CO LLP	63959	100	-5,215	2013	-332.69	DOR	4116
2016-0091	BP AMERICA PRODUCTION CO	62880	100	-460	2013	-29.35	DOR	4216
2016-0091	BP AMERICA PRODUCTION CO	62885	202	-1,081	2013	-74.93	DOR	4316
2016-0092	MERIT ENERGY CO	59370	200	-17,073	2013	-1,142.05	DOR	4416
2016-0134	BP AMERICA PRODUCTION CO	62880	100	-365,616	2013	-23,324.11	DOR	4516
2016-0136	BREITBURN OPERATING LP	149581	100	-18,297	2013	-1,167.24	DOR	4616
2016-0136	BREITBURN OPERATING LP	149582	102	-10,875	2013	-762.97	DOR	4716
2016-0136	BREITBURN OPERATING LP	150994	200	-2,079	2013	-139.07	DOR	4816
	GOLD N TOUCH PAINTING	138766	151	-1,425	2008	-102.60	NOT IN BUSINESS	4916
	GOLD N TOUCH PAINTING	138766	151	-1,398	2009	-100.60	NOT IN BUSINESS	41016
	GOLD N TOUCH PAINTING	138766	151	-1,272	2010	-92.46	NOT IN BUSINESS	41116
	GOLD N TOUCH PAINTING	138766	151	-1,176	2011	-85.56	NOT IN BUSINESS	41216
	GOLD N TOUCH PAINTING	138766	151	-1,098	2012	-79.92	NOT IN BUSINESS	41316
	GOLD N TOUCH PAINTING	138766	151	-984	2013	-71.47	NOT IN BUSINESS	41416
	GOLD N TOUCH PAINTING	138766	151	-864	2014	-62.75	NOT IN BUSINESS	41516
	GOLD N TOUCH PAINTING	138766	151	-716	2015	-51.77	NOT IN BUSINESS	41616



# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: <b>4/5/16</b>	Presenters Name: <b>Bonnie Berry</b>
Department or Organization: <b>Clerk's office</b>	Contact Phone and E-mail: <b>875-3762</b>
Exact Wording for Agenda: <b>Budget Amendments</b>	Preference of Placement on Agenda & Amount of Time Requested for Presentation: <b>8:30 5 min</b>
Will there be Handouts? (If yes, include with meeting request form) <b>yes</b>	Will handouts require SIGNATURES: <b>yes</b>
Additional Information:	

### INSTRUCTIONS:

- All requests to be added to the agenda will need to be submitted in writing on the "Meeting Request Form" by Wednesday at 12:00 p.m. prior to the scheduled meeting and returned in person or electronically to Clerk Sally Shoemaker at: [shoemakers@sweet.wy.us](mailto:shoemakers@sweet.wy.us)
- All handouts must accompany the meeting request form by Wednesday at 12:00 p.m. prior to the scheduled meeting date. ***\*\*If your handout is not accompanied with the request to be added to the agenda, your request will be dismissed and you may reschedule for the next meeting provided the handout(s) are received.\*\****
- Any documents requiring **Board Action** or **signature** are considered agenda items and need to be requested in the same manner.
- All **original** documents requesting action or signature must be submitted to Deputy County Clerk Vickie Eastin. However, a **copy** must be submitted to Sally Shoemaker for distribution of the packet and retention.
- As always, if you are unable to attend the meeting after being placed onto an agenda, please send a representative in your place or your item will be rescheduled.
- In order to determine placement on the agenda, please review the county website ([www.sweet.wy.us/commissioner](http://www.sweet.wy.us/commissioner)) on Thursday afternoon.
- If a request to be placed on an agenda is received **AFTER** the deadline, you will be considered for the next meeting date.
- No handout will be received during a meeting in session.

**RESOLUTION 16-04-CL-02  
SWEETWATER COUNTY  
BUDGET AMENDMENT**

**DUE** to unanticipated lease expenditures within three departments (Fire Marshall, County Sheriff and Animal Control) totaling \$19,728,

**WHEREAS**, it has been determined that the aforementioned funds need to be transferred within the 2015-2016 County Budget,

**WHEREAS**, the Notice of Public Hearing has been published in accordance with the regulations and rules governing the budget process and there being no protests filed or expressed to the Board of County Commissioners regarding this amendment to the Sweetwater County Budget at the hearing,

**BE IT THEREFORE RESOLVED:** that the 2015-2016 fiscal year budget for Sweetwater County be amended to reflect the following budget changes:

**Expenditure Increases General Fund:**

Fire Marshall – Capital	\$14,814
County Sheriff – Capital	\$ 3,083
Animal Control – Capital	\$ 1,831

**Budget Adjustments Decrease:**

Budget Adjustments	(\$19,728)
--------------------	------------

**Dated at Green River, Wyoming this 5th day of April, 2016.**

**BOARD OF COUNTY COMMISSIONERS  
SWEETWATER COUNTY, WYOMING**

\_\_\_\_\_  
Wally J. Johnson, Chair

\_\_\_\_\_  
John K. Kolb, Member

\_\_\_\_\_  
Don Van Matre, Member

\_\_\_\_\_  
Randy Wendling, Member

**ATTEST:**

\_\_\_\_\_  
Steven Dale Davis, County Clerk

\_\_\_\_\_  
Reid O. West, Member

NOTICE OF PUBLIC HEARING  
SWEETWATER COUNTY  
BUDGET AMENDMENT

Notice is hereby given of a Public Hearing to amend the Fire Marshall's budget in the amount of \$14,814, the County Sheriff's budget in the amount of \$3,083 and the Animal Control Budget in the amount of \$1,831 within the Sweetwater County 2015-2016 budget due to unanticipated capital expenditures within these departments.

Said hearing will be held at the Sweetwater County Commissioners' meeting room in the County Courthouse in Green River, Wyoming on the 5th day of April, 2016 at 8:30 A.M. At this time, any and all interested persons may appear and express their opinion regarding the budget amendment.

Dated at Green River, Wyoming this 29th day of March, 2016.

Board of County Commissioners  
Sweetwater County, Wyoming

Attest:

(s) Wally J Johnson, Chair

(s) Steven Dale Davis, County Clerk

Please Advertise as a Legal Advertisement on March 31, 2016.

**RESOLUTION 16-04-CL-03  
SWEETWATER COUNTY  
BUDGET AMENDMENT**

**DUE** to unanticipated capital expenditures within the Land Use department totaling \$6,300,

**WHEREAS**, it has been determined that the aforementioned funds need to be transferred within the 2015-2016 County Budget,

**WHEREAS**, the Notice of Public Hearing has been published in accordance with the regulations and rules governing the budget process and there being no protests filed or expressed to the Board of County Commissioners regarding this amendment to the Sweetwater County Budget at the hearing,

**BE IT THEREFORE RESOLVED:** that the 2015-2016 fiscal year budget for Sweetwater County be amended to reflect the following budget changes:

**Expenditure Increase General Fund:**

Land Use – Capital	\$6,300
--------------------	---------

**Expenditure Decrease General Fund:**

Land Use – Operating	(\$6,300)
----------------------	-----------

Dated at Green River, Wyoming this 5th day of April, 2016.

**BOARD OF COUNTY COMMISSIONERS  
SWEETWATER COUNTY, WYOMING**

\_\_\_\_\_  
Wally J. Johnson, Chair

\_\_\_\_\_  
John K. Kolb, Member

\_\_\_\_\_  
Don Van Matre, Member

**ATTEST:**

\_\_\_\_\_  
Randy Wendling, Member

\_\_\_\_\_  
Steven Dale Davis, County Clerk

\_\_\_\_\_  
Reid O. West, Member

NOTICE OF PUBLIC HEARING  
SWEETWATER COUNTY  
BUDGET AMENDMENT

Notice is hereby given of a Public Hearing to amend the Land Use department's budget within the Sweetwater County 2015-2016 budget in the amount of \$6,300.00 due to unanticipated capital expenditures within the department.

Said hearing will be held at the Sweetwater County Commissioners' meeting room in the County Courthouse in Green River, Wyoming on the 5th day of April, 2016 at 8:30 A.M. At this time, any and all interested persons may appear and express their opinion regarding the budget amendment.

Dated at Green River, Wyoming this 29th day of March, 2016.

Board of County Commissioners  
Sweetwater County, Wyoming

Attest:

(s) Wally J Johnson, Chair

(s) Steven Dale Davis, County Clerk

Please Advertise as a Legal Advertisement on March 31, 2016.

# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: <b>April 5, 2016</b>	Presenters Name: <b>Pete Obermueller</b>
Department or Organization: <b>WCCA</b>	Contact Phone and E-mail: <b>307-632-5409</b>
Exact Wording for Agenda: Update on Legislative Session outcomes for counties, and WPLI update	Preference of Placement on Agenda & Amount of Time Requested for Presentation: Early morning, 30 minutes of discussion
Will there be Handouts? (If yes, include with meeting request form) No	Will handouts require SIGNATURES:
Additional Information:	

### INSTRUCTIONS:

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# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: <b>April 5, 2016</b>	Presenters Name: <b>Eric Bingham</b>
Department or Organization: <b>Land Use Department</b>	Contact Phone and E-mail: <b>872-3916</b>
Exact Wording for Agenda: Discussion of corrals in County ROW Country Club Road	Preference of Placement on Agenda & Amount of Time Requested for Presentation: <b>9:35 - 15 minutes</b>
Will there be Handouts? (If yes, include with meeting request form) Yes	Will handouts require SIGNATURES: <b>NO</b>
Additional Information:	

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# **ROW Request**

## **Board of County Commissioners**

### **April 5, 2016**

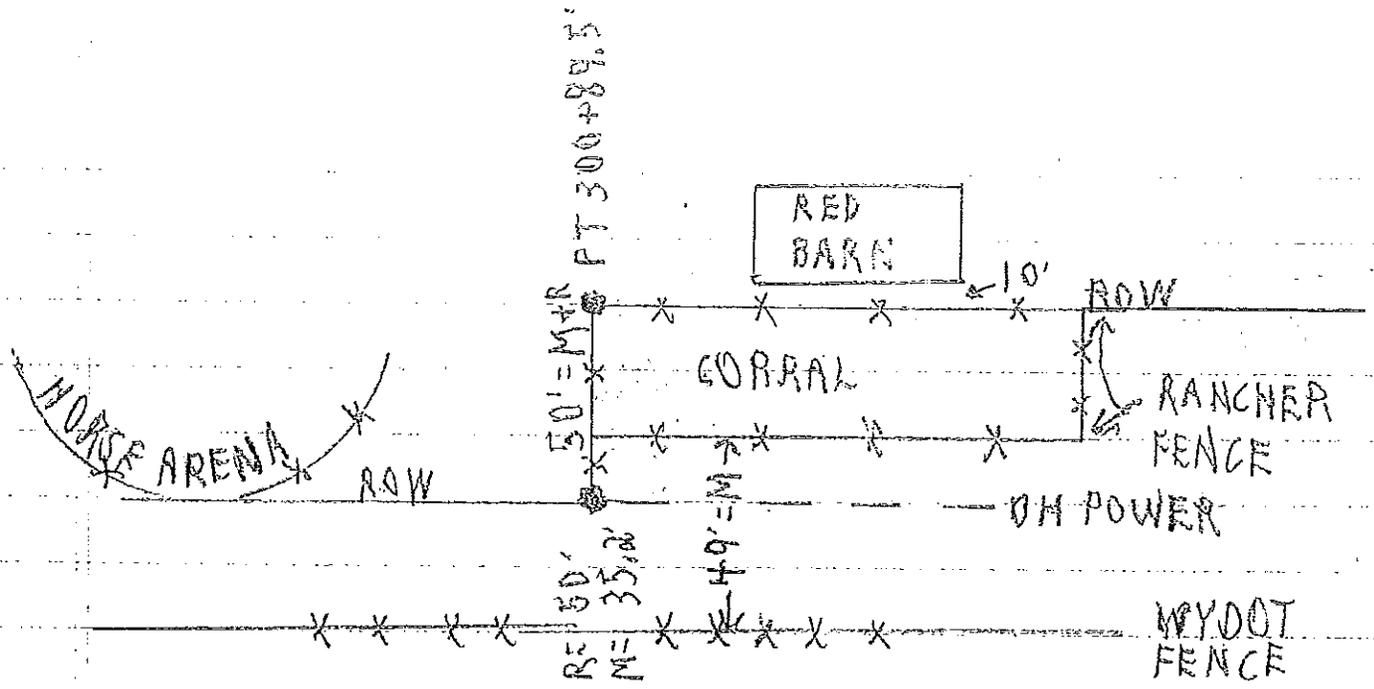
#### **Discussion of Schuck request to maintain corrals in County ROW - Country Club Road, Green River Wyoming**

Richard Schuck has constructed corrals within the County Road known as Country Club Road. The corrals have existed prior to the County ownership of the road, which was previously owned by the state of Wyoming. Extensive research was conducted by the County Engineer in conjunction with WYDOT and it has been determined that no permit has ever existed for the corrals.

Staff has met with Mary Schuck to discuss the options that they have available to continue maintenance of the corrals in the County Right of Way, which are as follows:

1. The Schucks remove the corrals from the ROW on to their property. A reasonable time frame could be given and no further County action would be required.
2. The County could lease the area of corrals to the Schucks. The lease could be temporary or renew on a specified time frame. The County would need to include a clause removing any liability from the County.
3. The County could issue a County License B for the encroachment. County licenses are typically utilized for utilities and there would be the issue of liability since the County still owns the property.
4. The County could vacate the ROW that abuts the Schucks property. As per Wyoming Statutes, half of the ROW would go to the Schucks and half to WYDOT. Since the ROW has utilities and accommodates for the flow and release of storm water drainage, easements will need to be put in place before the ROW is vacated. Also a cul-de-sac will need to be constructed since the vacation of the ROW will eliminate the turnaround at the end of Country Club Road.
5. The County could sell the ROW at a Public Auction. The biggest con with this process is someone else could end up with ownership of the ROW, which could potentially cut off access to the Schucks property.

I have spoken with Mary Schuck about this issue and she is requesting that the ROW be vacated. The issue of who will pay the costs of surveying and engineering, and the cost of construction of the cul-de-sac will need to be discussed at the Board of County Commissioners meeting. If the Board chooses the vacation process, and once a legal description is created, the Board will need to hold an additional hearing to vacate the ROW in accordance with Wyoming Statutes.



3.8.2011  
 BOB + RAY

# SWEETWATER C·O·U·N·T·Y

Mr. McCauley,

This letter is in response to your request regarding the status of the licenses that might exist for the right of way in front of the Schuck property. The access road to the property in question (Richard & Mary Schuck Parcel) was previously a WYDOT State Highway. A project to exchange various State Highways with various County roads was done in 2012. The above mentioned road and right of way was deeded to Sweetwater County and recorded on March 26, 2012. Included in the deed (Book 1194, Page 3101, "Grantor conveys and quitclaims to the grantee all the estate, right, title, interest, property, claim demand whatsoever, in law as in equity, and any and all acquired title of the grantor, in or to the above described premises and every part and parcel thereof, with the appurtenances, tenements and hereditaments there unto belonging."

Intensive research then commenced to determine if easements, encroachment permits/licenses were ever obtained starting in the mid 1960's. Investigation included researching archived construction plans in Cheyenne Wyoming for when the right of way was obtained for the road and if any agreements were obtained at that time. Additionally research included if any licenses or encroachment permits had been obtained for the fence that is within the right of way. Phone calls were made to retired and current WYDOT employees that may have had knowledge of the encroachment.

After all of this research, it appears that there are not any easements, permits or licenses for the fence within the right of way. A license for a fence encroachment may be obtained from Sweetwater County depending on various conditions (sight distance, clear zone distances, vehicle speed, traffic volumes, etc.)

I hope this answers any questions you may have in regard to the road right of way and status of easements, permits or licenses for the fence within the right of way. All other concerns in regard to land use should be addressed by Eric Bingham.

If you have any additional questions, please let me know.

Sincerely,



John P. Radosevich

Sweetwater County Public Works Director





SCHUCK RICHARD D & MARY L

33A

MCCAULEY DUANE A & COURTNEY M

SWEETWATER COUNTY

# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: <b>4/5/16</b>	Presenters Name: <b>Bonnie Berry</b>
Department or Organization: <b>Clerk's office</b>	Contact Phone and E-mail: <b>872-3762</b>
Exact Wording for Agenda: <b>FY17 Revenue Projection Discussion</b>	Preference of Placement on Agenda & Amount of Time Requested for Presentation: <b>15 min</b>
Will there be Handouts? (If yes, include with meeting request form) <b>yes</b>	Will handouts require SIGNATURES: <b>no</b>
Additional Information:	

### INSTRUCTIONS:

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SWEETWATER COUNTY  
 FY17 REVENUE PROJECTION  
 GENERAL FUND REVENUE (EXCLUDING GRANTS)  
 3/30/16

ACCOUNT	DESCRIPTION	FY16 BUDGET	PROJECTED FY17 BUDGET	\$ DIFFERENCE	% DIFFERENCE
001-10-12-1200-322210-	ENGINEERING PERMITS	3,800.00	3,800.00		
001-10-12-1200-344140-	ENGINEERING COPY CHARGES	1,000.00	0.00		
001-10-30-3000-322215-	PLANNING & ZONING PERMITS	26,250.00	26,250.00		
001-10-30-3000-344130-	SUBDIVISION FEES	500.00	500.00		
001-10-30-3000-344199-	PLANNING & ZONING MISC FEES	5,000.00	0.00		
001-10-36-3600-344000-	VSO CHARGES FOR SVCS	242,617.00	242,617.00		
001-10-55-5500-344162-	ATTRNY-REIMBURSEMENT	320,000.00	320,000.00		
001-10-60-6000-322110-	GEN LIQUOR LIC/BEER PERMITS	11,030.00	9,473.00		
001-10-60-6000-322250-	GEN MARRIAGE LICENSE	10,000.00	9,200.00		
001-10-60-6000-333500-	GEN FOREST RESERVE	29,851.00	29,851.00		
001-10-60-6000-344121-	CLERK-RECORDINGS	150,000.00	145,000.00		
001-10-60-6000-344122-	CLERK-FLILING FEES	150,000.00	145,000.00		
001-10-60-6000-344123-	CLERK-AUTO FEES	220,000.00	220,000.00		
001-10-60-6000-344140-	GN GVT COPY CHARGES	200.00	0.00		
001-10-60-6000-344199-	CLERK-MISC CHARGES FOR SVCS	20,000.00	13,000.00		
001-10-60-6000-344211-	SHERIFF-VIN INSPECTION FEES	6,000.00	6,000.00		
001-10-65-6500-344110-	GEN DISTRICT COURT FEES	80,337.00	70,000.00		
001-10-65-6500-344112-	CHILD SUPPORT-CLERK DC	35,206.00	35,206.00		
001-20-75-7500-344212-	SHERIFF-FEES	100,000.00	100,000.00		
001-20-75-7500-344215-	SHERIFF-SPECIAL EVENTS OVERTIM	4,000.00	4,000.00		
001-20-75-7500-344216-	SHERIFF-COOP LAW ENFORCE AGRMT	10,000.00	10,000.00		
001-20-75-7510-344230-	INMATE HOUSING REVENUE	450,000.00	450,000.00		
001-20-75-7540-344000-	DUI SP-CHARGES FOR SERVICES	24,000.00	24,000.00		
001-10-80-8000-311110-	GEN REAL PROP TAXES CUR&DELQ	27,830,473.00	21,645,507.00		
001-10-80-8000-311112-	GEN VETERAN'S EXPEMPTION	35,886.00	35,886.00		
001-10-80-8000-311300-	GEN CNTY SALES TAX	4,200,357.00	3,570,303.00		
001-10-80-8000-311310-	GEN STATE SALES LOCAL 1% OPT	2,971,714.76	2,525,957.00		
001-10-80-8000-311350-	GEN WYOMING 5% REIMBURS	153,764.15	84,000.00		
001-10-80-8000-311420-	GEN CIGARETTE TAX	14,000.00	14,000.00		
001-10-80-8000-311810-	STATE SEVERANCE TAX	1,769,320.00	423,000.00		
001-10-80-8000-311830-	GEN CAR COMPANY TAX	39,213.00	39,213.00		
001-10-80-8000-311840-	GEN AUTO PRORATE FEES	70,583.00	70,583.00		
001-10-80-8000-311850-	GEN RENTAL CARS	1,961.00	1,961.00		
001-10-80-8000-311860-	HISTORIC HORSE RACING TAX	150,000.00	250,000.00		
001-10-80-8000-311910-	GEN PENALTIES/INTRST DELQ TAXE	39,213.00	75,000.00		
001-10-80-8000-311930-	GEN PEN/INTRST SALES TAX	75,000.00	60,000.00		
001-10-80-8000-322220-	GEN MTR VEH PERS PROP TAX	1,564,970.00	1,550,000.00		
001-10-80-8000-322221-	GEN MOBILE EQUIP PERS PROP TX	7,843.00	7,843.00		
001-10-80-8000-333300-	GEN PILT REVENUE	3,039,184.00	3,039,184.00		
001-10-80-8000-344150-	GEN COMM ON VENDING AND PHONE	200.00	200.00		
001-10-80-8000-344170-	TREASURER-COLLECTING PUB MON	17,000.00	17,000.00		
001-10-80-8000-344180-	TREASURER-CP&CR(SALES TX FEES)	10,000.00	10,000.00		
001-10-80-8000-344181-	TREASURER-ADVERTISING(TAXSALE)	8,000.00	8,000.00		
001-10-80-8000-344191-	TREASURER-RETURNED CK CHGS	1,500.00	1,500.00		
001-10-80-8000-344192-	TREASURER-AUTO FUND POSTAGE	16,000.00	16,000.00		
001-10-80-8000-344193-	TREASURER-CO SHARE FEES (A&M)	20,000.00	20,000.00		
001-10-80-8000-366110-	GEN INTEREST REVENUES	649,937.10	625,000.00		
001-10-80-8000-366119-	INTEREST REV AUTO FUND	2,745.00	2,745.00		
	TOTAL	44,588,655.01	35,956,779.00	8,631,876.01	19.36%

# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: <b>04/05/2016</b>	Presenters Name: <b>Dale Davis</b>
Department or Organization: <b>County Clerk's Office</b>	Contact Phone and E-mail: <b>Anita Frey 872-3755</b>
Exact Wording for Agenda: Request approval for a 24 Hour Malt Beverage Permit for the Jim Bridger Picnic	Preference of Placement on Agenda & Amount of Time Requested for Presentation: <b>No Preference and 5 minutes</b>
Will there be Handouts? (If yes, include with meeting request form) Yes, Included	Will handouts require SIGNATURES: <b>Yes, by Chairman only</b>
Additional Information:	

### INSTRUCTIONS:

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# APPLICATION FOR 24 HR MALT BEVERAGE/CATERING PERMIT

Licensing Authority: \_\_\_\_\_

Name of Event: Jim Bridger Picnic

Permit From: 7/16/16 To: 7/16/16 Local Permit Number: \_\_\_\_\_

Number of Days Permitted: \_\_\_\_\_ Fee per day: \_\_\_\_\_ Total Fee: \_\_\_\_\_

Applicant: Jim Bridger Activities Committee D/B/A: \_\_\_\_\_

Contact Person: Chelsey Cloward Phone: (\_\_\_\_) \_\_\_\_\_

Company Location: Point of Rocks, WY City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: 82942

Mailing Address: PO BOX 158 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Business Phone: 352-4406 Residence Phone: 371-7600

Location of Sales: Crossroads Park

**Applicants that are receiving anything of value (i.e. money, goods and/or services) from any industry representative must answer the following:**

As an applicant for a 24 hour malt beverage or catering permit, are you:

A nonprofit corporation organized under the laws of this state; YES  NO

Qualified as a tax exempt organization under the Internal Revenue Code; YES  NO

And have been in continuous operation for not less than two (2) years. YES  NO

**FILING AS (CHOOSE ONLY ONE)**

INDIVIDUAL/Company  PARTNERSHIP  CORPORATION  LLC  LLP

NOTE: Individual and Partnership filers must be domiciled residents of Wyoming for at least one year and not claimed residence in any other state in the last twelve months.

If a corporation, LLC or LLP list the full names and residence address of all the officers and directors and of all shareholders owning jointly or severally ten percent (10%) or more of the stock of the corporation, LLC or LLP. Use back of form if additional space is needed.

For Corp, LLC, LLP Applicants Legal Name	Date of Birth	DO NOT LIST PO BOXES Residence Address, Street, City, State & Zip	Residence Phone Number	No of years in corp or LLC	% of Stock Held	Have you been Convicted of a Felony Violation?	Have you been Convicted of a Violation Relating to Alcoholic Liquor or Malt Beverages?
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>

(If more information is required, complete in identical form, on a separate piece of paper and attach to this application.)

By filing this application, I agree to operate in Wyoming under the requirements of **W.S.12-4-502** and all other applicable Wyoming laws and rules, and to file required sales tax reporting documents and taxes.

By signing this application, I acknowledge for Jim Bridger Activities Committee  
(Business Name) that all of the information provided is true and correct, and that I agree to meet the Wyoming operating conditions specified above. This application must be signed by an owner, partner, corporate officer or LLC/LLP member.

**VERIFICATION OF APPLICATION**

(Requires signatures by ALL Individuals, ALL Partners, ONE (1) LLC Member, TWO (2) Corporate Officers/Directors, or TWO (2) Club Officers.) W.S.12-4-102(b)

Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

Dated this 24 day of March, 2016. Whelley K Howard - president  
Applicant

Paradise Gray - vice president  
Applicant

\_\_\_\_\_  
Signature of Licensing Authority Official

**CHAIRMAN**

**04 / 04 / 2016**

Title

Date

## BOARD OF COUNTY COMMISSIONERS MEETING REQUEST FORM

Requested Meeting Date: April 5, 2016	Name & Title of Presenter: County Clerk Dale Davis
Department or Organization: County Clerk's office	Contact Phone & E-mail: (307) 872-3765 davisd@sweet.wy.us
Exact Wording for Agenda: Re-establish Election Districts	Preference of Placement on Agenda & Amount of Time Requested for Presentation: Action Item 5 mins
Will there be Handouts? (If yes, include with meeting request form) Y	Will handouts require SIGNATURES: Y
Additional Information:	

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**RESOLUTION NO. 16-04-CL-01**

**A RESOLUTION RE-ESTABLISHING SWEETWATER COUNTY  
ELECTION DISTRICTS**

WHEREAS Wyoming State Statute 22-7-101 requires the board of county commissioners to divide the county into election districts in every general election year; and

WHEREAS, the Board of Sweetwater County Commissioners, with the advice of the Sweetwater County Clerk, wishes to divide Sweetwater County into sixteen election districts that follow the same boundaries as previously adopted;

NOW, THEREFORE BE IT RESOLVED that the Board of Sweetwater County Commissioners do hereby adopt the following election districts for Sweetwater County:

**Districts 1, 3, 4, 5, 6, 7, 9, 10, 12, 13, 19, 20, 21, 23, 24 and 25**

Refer to the election maps for the boundaries that are filed in the County Clerk's office.

Dated this 5th Day of April, 2016.

The Board of County Commissioners  
Of Sweetwater County, Wyoming

\_\_\_\_\_  
Wally J. Johnson, Chair

\_\_\_\_\_  
John K. Kolb, Member

\_\_\_\_\_  
Randal M. Wendling, Member

\_\_\_\_\_  
Reid O. West, Member

ATTEST:

\_\_\_\_\_  
Steven Dale Davis, County Clerk

\_\_\_\_\_  
Don Van Matre, Member

## CHAPTER 7 - ELECTION DISTRICTS AND PRECINCTS

### 22-7-101. Election districts.

The board of county commissioners with the advice or recommendation of the county clerk, no later than its first meeting in May in every general election year shall divide the county into not more than thirty (30) election districts. Each district shall be designated by number. Election districts shall be changed only at this designated meeting.

# District Listing

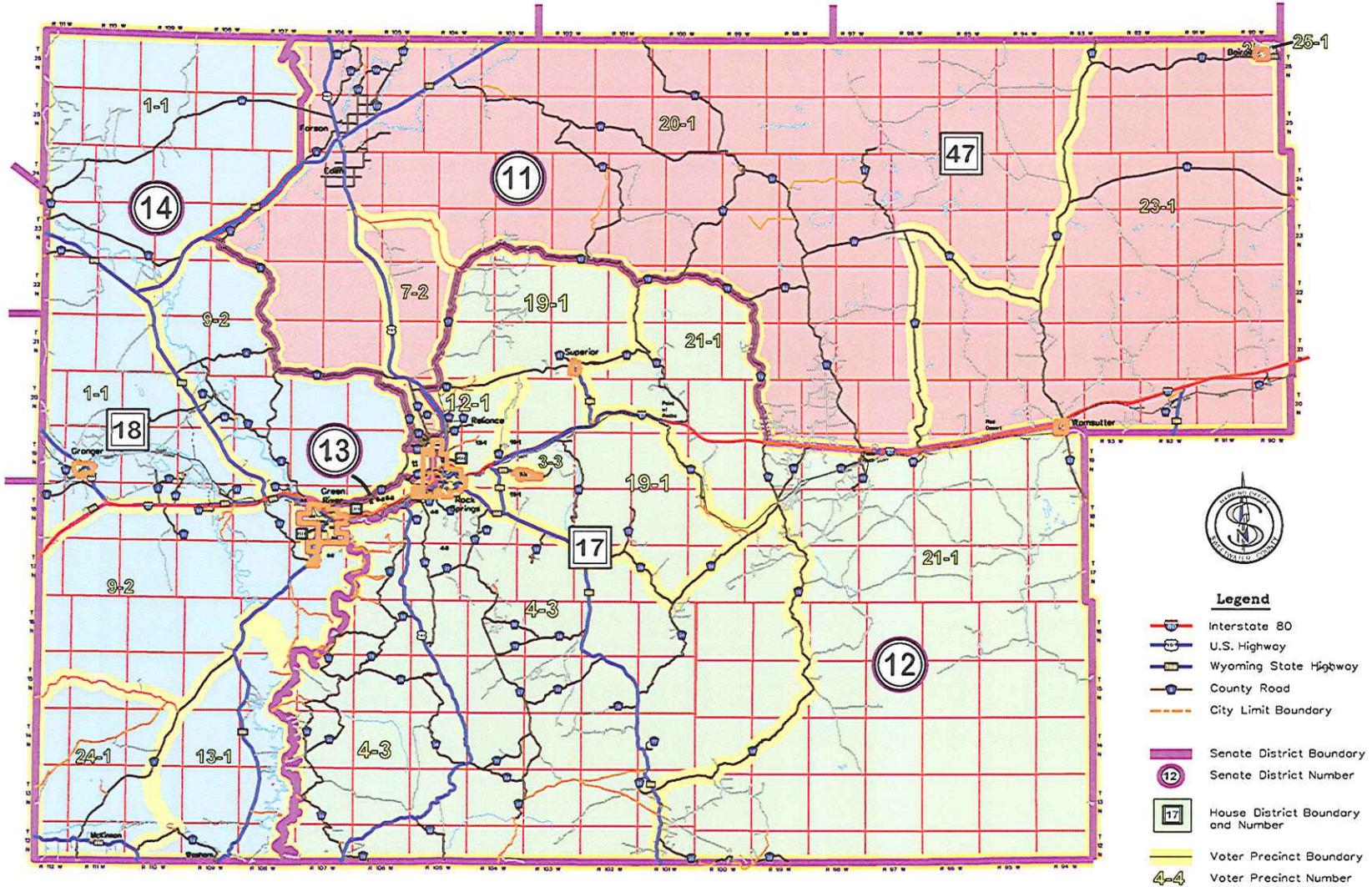
District Types : VOTER DISTRICT

District Type	District Description
RT	VOTER DISTRICT
<b>Districts</b>	
01	VOTER DISTRICT 01
03	VOTER DISTRICT 03
04	VOTER DISTRICT 04
05	VOTER DISTRICT 05
06	VOTER DISTRICT 06
07	VOTER DISTRICT 07
09	VOTER DISTRICT 09
10	VOTER DISTRICT 10
12	VOTER DISTRICT 12
13	VOTER DISTRICT 13
19	VOTER DISTRICT 19
20	VOTER DISTRICT 20
21	VOTER DISTRICT 21
23	VOTER DISTRICT 23
24	VOTER DISTRICT 24
25	VOTER DISTRICT 25

**Grand Total :** 16

# Sweetwater County, Wyoming

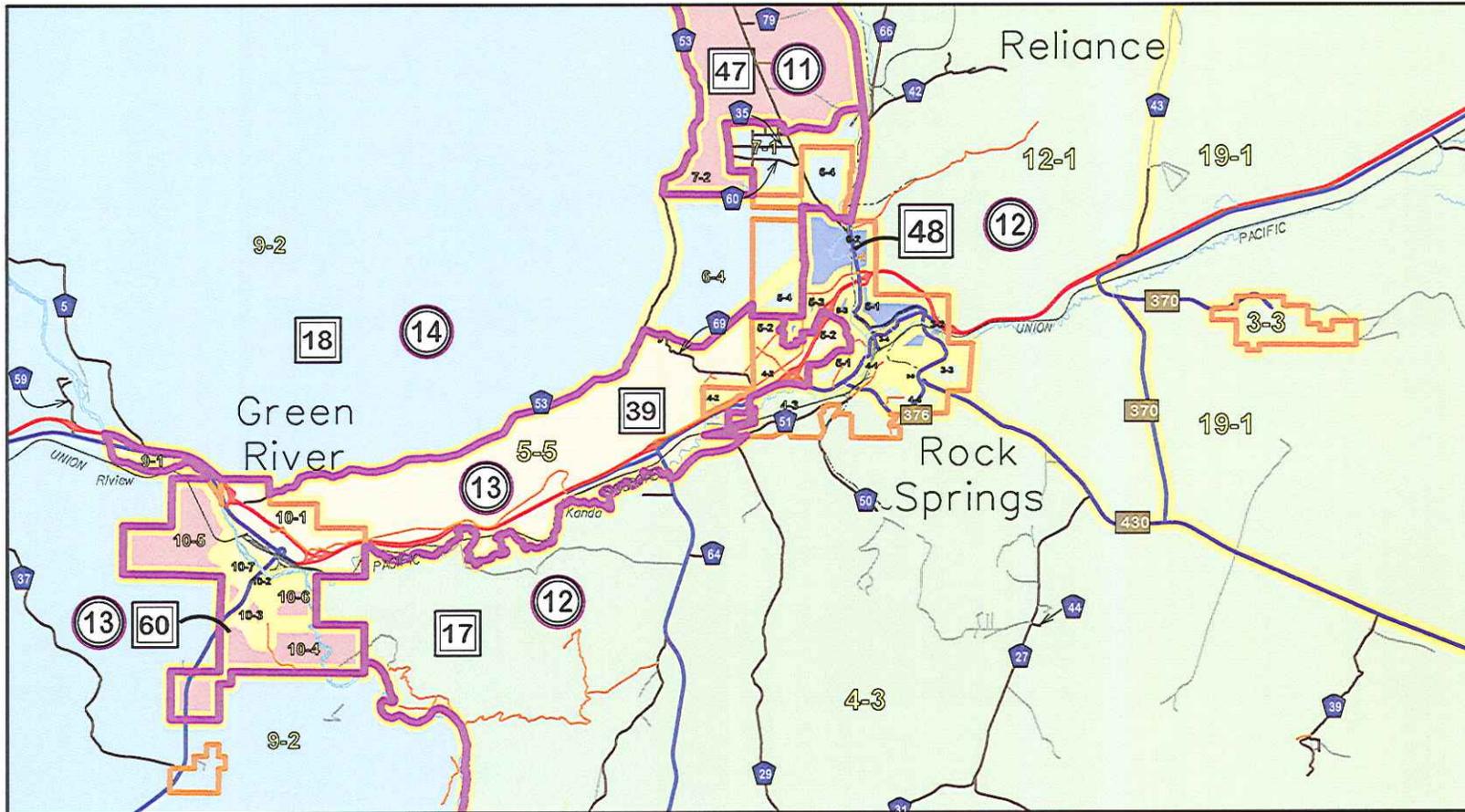
## House/Senate Districts & Voter Precincts



# Sweetwater County, Wyoming

## House/Senate Districts & Voter Precincts

Green River & Rock Springs Outlying Areas



### Legend

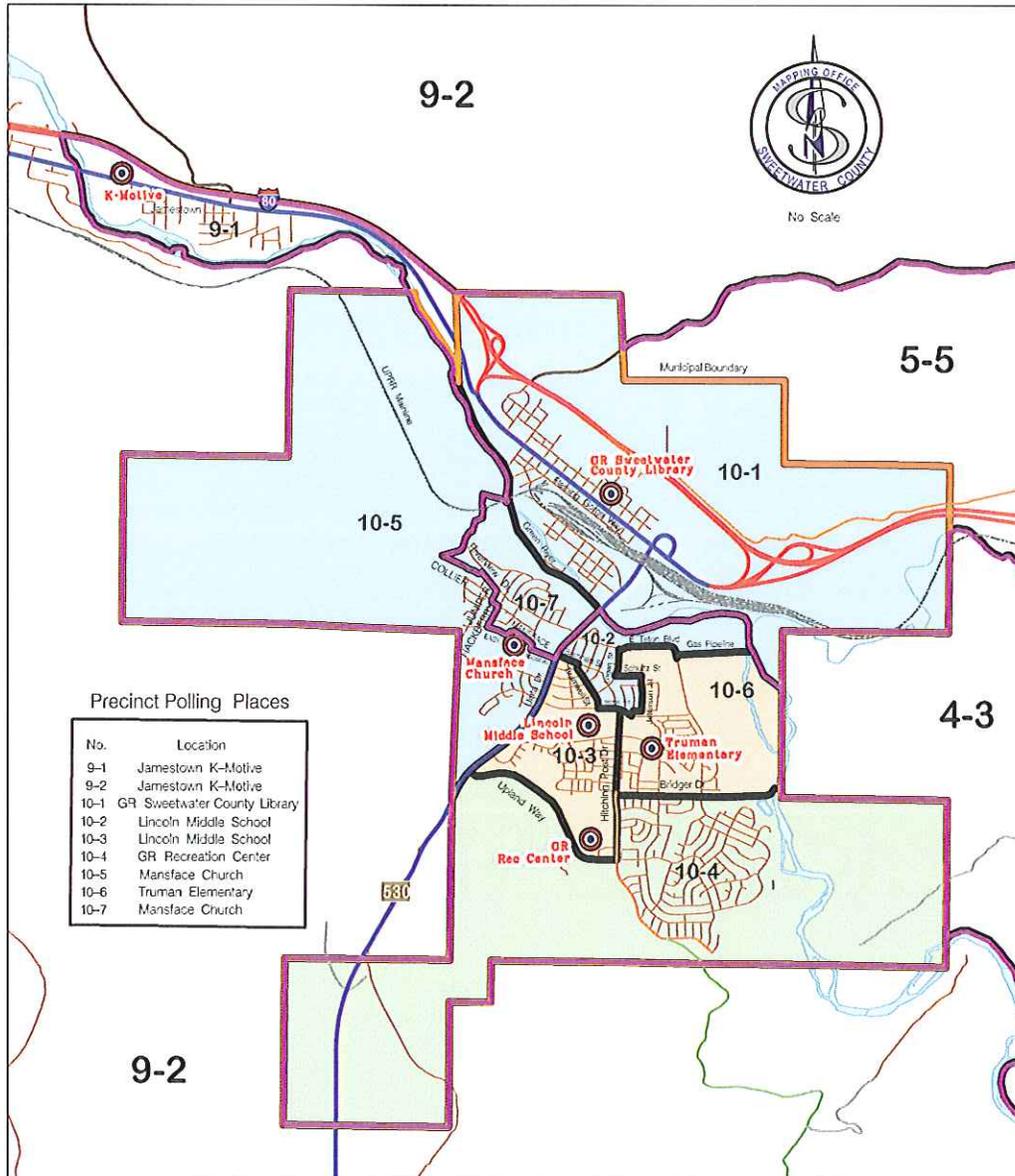
- Interstate 80
- U.S. Highway
- Wyoming State Highway
- County Road
- City Limit Boundary
- Senate District Boundary
- Senate District Number
- House District Boundary and Number
- Voter Precinct Boundary
- Voter Precinct Number

### Precinct Polling Places

No.	Location
4-3	RS County Garage
5-5	White Mountain Library
7-1	County Events Complex
7-2	County Events Complex
9-1	Jamestown K-Motive
9-2	Jamestown K-Motive
12-1	Reliance Fire Station
19-1	Superior Administration Bldg

# City of Green River, Wyoming

## Voter Precinct and Ward Map



### City Wards

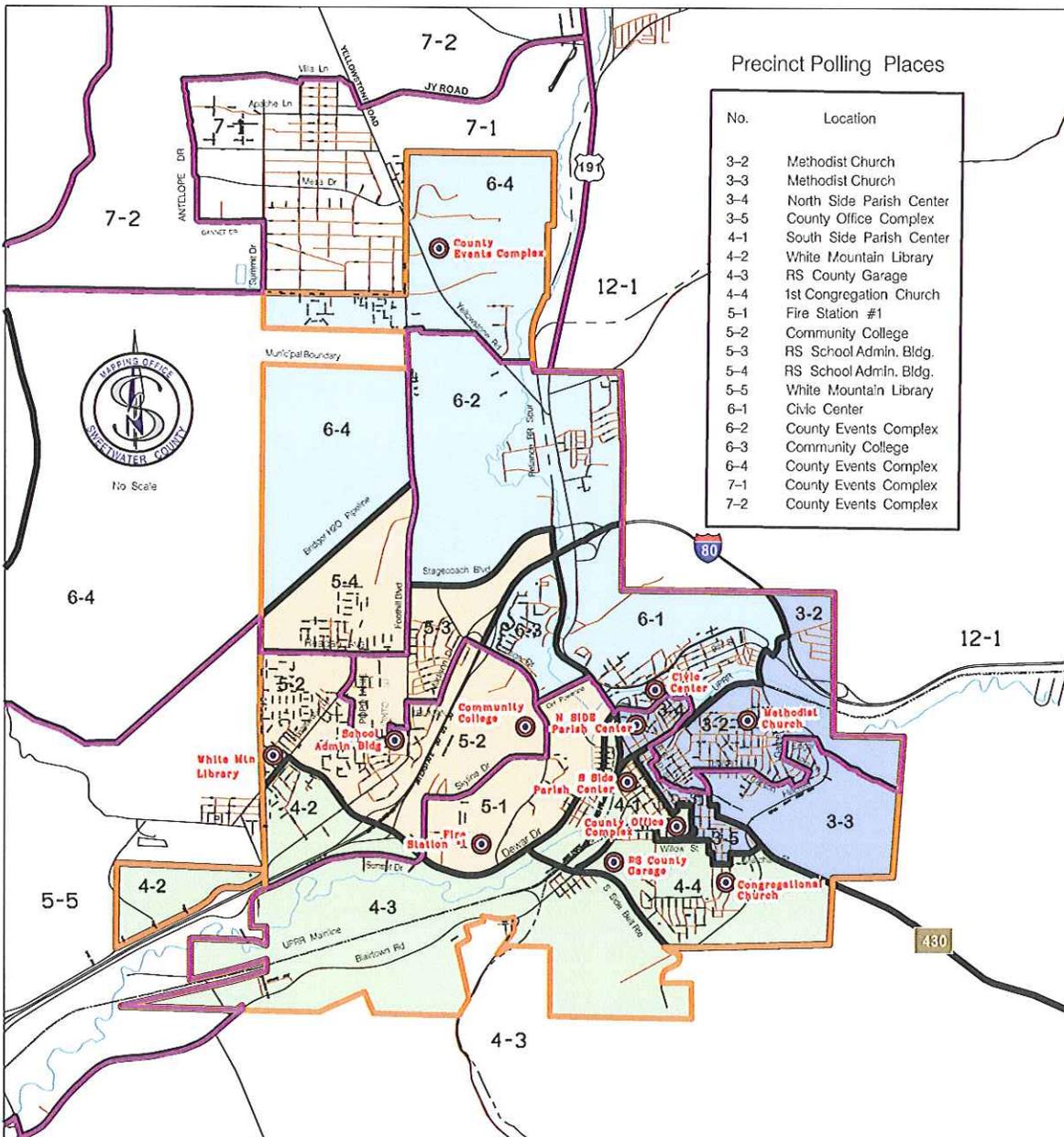
Wards	Precincts	Fill
1	10-1, 10-2 10-5, 10-7	Light Blue
2	10-3, 10-6	Light Orange
3	10-4	Light Green

### Voter Precincts

	Precinct Boundary
4-4	Precinct Number
	Polling Place

# City of Rock Springs, Wyoming

## Voter Precinct and Ward Map



### City Wards

Wards	Precincts	Fill
1	4-1, 4-2, 4-3, 4-4	
2	5-1, 5-2, 5-3, 5-4	
3	6-1, 6-2, 6-3, 6-4	
4	3-2, 3-3, 3-4, 3-5	

### Voter Precincts

	Precinct Boundary
4-4	Precinct Number
	Polling Place



**To:** Sweetwater County Commissioners  
**From:** Krisena Marchal  
**Subject:** BOCC Meeting 4/5/16  
 FY 2017 TANF/CPI Grant Sponsorship

**Executive Summary:**

Sweetwater County has the opportunity to sponsor grant applications for federal TANF/CPI funding (Temporary Assistance for Needy Families Community Partnership Initiative) through the Wyoming Department of Family Services (DFS). Any favorable grant awards would be managed by Sweetwater County then passed-through to the organization (i.e. Subrecipient).

TANF/CPI funding must be used for any of the following purposes: to end the dependence of needy parents on government benefits; provide assistance so children may be cared for in their homes; prevent out-of-wedlock pregnancies; and encourage the formation and maintenance of two parent families.

Sweetwater County advertised a Public Notice to request 2-page summaries of proposed projects to sponsor (Attached). The proposals are ranked below in order of the following criteria: meeting the TANF/CPI goals, measurable participant outcomes, feedback from DFS, and historical experience with Sweetwater County.

FY 2017 TANF/CPI REQUESTS IN SWEETWATER COUNTY				
	Agencies and Programs/Uses of Funding/Outcomes	TANF/CPI Grant Request	FY 2016 County Budget	FY 2016 CSBG (Pass-Through Grant)
1	<b><u>CLIMB Wyoming</u></b> Train and place single mothers in careers that successfully support their families and move them toward self-sufficiency. Estimated participants/outcomes: 20 mothers with children	50,000	30,000	0
2	<b><u>Sweetwater Family Resource Center</u></b> Assist households with rent, utilities, gas, and emergency shelter while asking participants to take steps to improve their situations (ex. Sign up for parenting or GED classes). Estimated participants/outcomes: 15 families	29,624	55,000	17,600
3	<b><u>Greater Wyoming Big Brothers Big Sisters</u></b> Provide mentoring and case management to youth. Estimated participants/outcomes: 15 youth	15,000	Previously part of YWCA	0
<b>TOTAL</b>		<b>\$94,624</b>	<b>\$85,000</b>	<b>\$17,600</b>

**Recommendation:**

Staff notes that Sweetwater County could sponsor and submit multiple grant applications. However, the funding is limited to \$1 million statewide and multiple applications could result in decreased awards for each entity.

**Action Requested:** Motion to sponsor a Fiscal Year 2017 TANF/CPI Grant for [INSERT NAME(S) OF ORGANIZATION(S)], and authorize the Chairman to sign all documents related to the grant application(s).

**GRANT OPPORTUNITY**  
**2016 TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF)**  
**COMMUNITY PARTNERSHIP INITIATIVE (CPI)**

The Sweetwater County Commission will consider proposals from entities interested in receiving federal grant TANF/CPI funding that is awarded to Sweetwater County then passed-through to outside organizations.

The primary goals of the TANF/CPI grant are to:

- Ensure community wide collaboration in planning and implementation efforts;
- Award TANF funding based on data-driven, community based decision making;
- Implement and evaluate effective, research based programs and strategies;
- Provide services that will assist families in moving toward self-sufficiency; and
- Enhance sustainability of community efforts beyond the funding period.

The TANF/CPI grant can only be used for TANF purposes. Under federal law, TANF grants may be used only for projects addressing one (1) or more of the following:

- Provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives;
- End the dependence of needy parents on government benefits by promoting job preparation, work and marriage;
- Prevent and reduce out-of-wedlock pregnancies and establishing annual numerical goals for preventing and reducing the incidence of these pregnancies; and
- Encourage the formation and maintenance of two (2) parent families.

Implementation goals of the TANF Community Partnership Initiative (CPI) include:

- Community ownership and decision making through collaboration;
- Data driven priorities for families;
- Science-based approaches;
- Outcome-based planning; and
- Comprehensive community plans to meet TANF goals.

Key participant outcomes to be achieved from this effort include:

- Increase in employment of TANF eligible parents;
- Increase in children cared for in their own home or in the homes of relatives;
- Reduced out-of-wedlock pregnancies;
- Increase in formation and maintenance of two (2)parent families; and
- Increase in wages to 200% or more of the federal poverty level.

The Sweetwater County Commission shall consider proposals from any entity. Faith based organizations are eligible to submit proposals for evaluation and must comply with federal Charitable Choice rules. All

proposals shall be evaluated using the same criteria. Sweetwater County shall ensure fairness in bidding and contracting procedures with small businesses, women's business enterprises, and minority-owned firms, pursuant to Federal law.

Applicants shall provide services to TANF eligible families. TANF participants shall:

- Have at least one (1) dependent child. Having a dependent child(ren) is defined as a custodial parent, a non-custodial parent with financial responsibility or a guardian who is related to the child(ren).
- Be a Wyoming resident.
- Be a US citizen or legal permanent resident.
- Meet income standards. The family income cannot exceed 185% of the Federal Poverty Level (FPL), and all income of household members in the assistance unit must be counted. Participant need shall be established by verifying gross family income for the previous month.

Organizations who would like to be considered for TANF/CPI must submit a 1-2 page summary that includes their project/program description, implementation plan, budget, and how they meet the goals and purposes of TANF/CPI. Summaries are due by 5pm MST on March 29, 2016, and must be submitted via email to: Krisena Marchal, County Grants Manager, at [marchalk@sweet.wy.us](mailto:marchalk@sweet.wy.us).

Projects will be considered by the Sweetwater County Commission at their regularly scheduled meeting on April 5, 2016. Project(s)/program(s) that are selected for sponsorship by the Sweetwater County Commission will be required to complete the entire TANF/CPI grant application prior to submission on April 20, 2016.

Additional information can be obtained by contacting Krisena Marchal, County Grants Manager, at (307) 872-3888.

**2016 TEMPORARY ASSISTANCE FOR NEEDY FAMILIES COMMUNITY PARTNERSHIP INITIATIVE  
SWEETWATER AREA CLIMB WYOMIING PROPOSAL**

**Program Description**

Sweetwater Area CLIMB Wyoming trains and places single mothers in careers that successfully support their families and move them toward self-sufficiency. With TANF/CPI funding of \$50,000, CLIMB will serve 20 single mothers and their children living at or below 185% of the Federal Poverty Level this year in Sweetwater County. According to the U.S. Census Bureau (2014), 39% of families in Sweetwater County with a female head of household with children under 18 years had income below the poverty level. Without successful avenues to self-sufficiency, this population can have a significant impact on community and public resources, and the future opportunities for the children in this population decreases. Sweetwater Area CLIMB focuses on addressing the primary needs of the single mother to create a pathway out of poverty for herself and her children and incorporates not only extensive job training and placement, but also group and individual counseling, life skills and parenting skills training, financial education peer group support. Continuing to diversify Sweetwater Area CLIMB's income through a variety of grant sources fits within our long-term funding strategy.

**Purposes and Goals of TANF/CPI**

CLIMB Wyoming Programs addresses the following TANF purposes:

1. End dependence of needy parents on government benefits by promoting job preparation and work.
2. Provide assistance to needy families so that children may be cared for in their own homes.

Sweetwater Area CLIMB addresses the following TANF primary goals:

1. *Sweetwater Area CLIMB ensures community wide collaboration in planning and implementation efforts.* CLIMB operates as a broad-based, community effort, involving government agencies - in particular the Departments of Family Services and Workforce Services - to identify and address the needs of the working poor and prevent duplication. CLIMB strives to ensure efficient use of funds by avoiding any duplication of services and a streamlined referral process making certain clients are receiving the most appropriate services available. Private businesses in Sweetwater County are essential partners as they share their workforce needs and provide jobs to program graduates.
2. *Sweetwater Area CLIMB decision making is data-driven and community based.* CLIMB has extensive experience collecting data on program participants and the collection system is designed to respond to the requirements of TANF programs. Sweetwater Area CLIMB staff track the number of participants who enroll in and complete the program; the number of participants who acquire employment; and changes in hourly wage rates, childcare assistance, food stamps and health care status before and after the program to evaluate levels of reliance on state assistance. In 2005, CLIMB began partnering with the Wyoming Survey and Analysis Center to conduct second year follow-ups and provide independent quality assurance.
3. *Sweetwater Area CLIMB implements and evaluates an effective, research based program and strategy.* Since the Sweetwater Area CLIMB site was established in 2007, the over 130 participants have demonstrated the following impressive outcomes: a) 93% of participants successfully graduated from the program; b) 45% of participants were employed when entering the program. Two years after program completion, 76% of participants were employed, mostly in higher paying full-time positions; c) Monthly wage income for employed participants increased from \$1,073 pre-program to \$3,150 two years after program completion, and d) Participants using public healthcare decreased from 22% to 9% two years after program completion while participant use of food stamps decreased from 46% to 28% during the same time period.
4. *Sweetwater Area CLIMB provides services that will assist families in moving toward self-sufficiency.* In offering comprehensive services, we better prepare our participants for long-term success in the

**2016 TEMPORARY ASSISTANCE FOR NEEDY FAMILIES COMMUNITY PARTNERSHIP INITIATIVE  
SWEETWATER AREA CLIMB WYOMIING PROPOSAL**

workplace, their communities and their families. For example, after completing six weeks of intensive driving training Carla received her Commercial Drivers License. Before participating in the program, Carla was unemployed. After graduation, Carla and her two children are living in their own home and she has a successful driving career earning \$34,840 per year. As Carla states, "The level of professionalism that you learn at CLIMB is something I would have never known otherwise."

**Implementation Plan**

1. *Program Research and Planning:* Sweetwater Area CLIMB staff identify career opportunities in growing fields, then engage and survey businesses and industry groups within these fields. Based on the businesses' input, staff work with a community college or private training entity to develop a curriculum that trains for the occupation's required knowledge, skills and abilities.
2. *Participant Recruitment:* CLIMB's unique recruitment approach is vital to connecting well-matched, qualified and ready-to-work individuals to high-quality jobs during job placement. CLIMB staff locate low-income single mothers in Sweetwater County that are most in need and assist candidates to overcome obstacles such as low self-esteem, childcare, transportation and housing to participate.
3. *Comprehensive Training:* This phase includes industry specific training, work readiness training, life skills training, parenting skills training, mental health services (including both group and individual counseling provided by a Licensed Mental Health Provider) and advocacy services.
4. *Job Placement:* Job placement includes six to eight weeks of subsidized work experience followed by long-term placement. Employers are reimbursed during work experience, and staff members work closely with employers to ensure that the participants are meeting appropriate expectations and to offer additional support or training as needed.
5. *Ongoing Support:* Due to the comprehensive nature of the program model, Sweetwater Area CLIMB prepares participants to maintain the success they have gained. Sweetwater Area CLIMB staff meet with graduates after they finish the program to sustain success in the workplace and family stability.

**Budget Request**

Budget Category	Program	Admin*	Summary of Budget Category
Salaries, Payroll Taxes and Benefits	\$30,000	\$ 3,545	Salaries, payroll taxes and benefits for staff of 2 employees providing direct services including 1 FT Program Director and 1 FT Assistant Program Director; Employer paid payroll taxes are estimated at 10% of the salaries budgeted. Admin: Activities spent managing the grant and administrative processes for the site.
Mental Health Provider	\$ 4,455		Amounts paid to contracted mental health provider for group and individual counseling services.
Office Supplies	\$ 500		General office supplies including postage, ink cartridges, paper.
Rent and Utilities	\$ 4,500	\$ 1,000	Rent and utilities for office space, classrooms, and group/individual mental health treatment space including phone, fax, and internet services. Admin: Activities spent managing the grant.
Participant Materials	\$ 500		Materials to meet needs of participants during training and group activities.
Work Experience Wages	\$ 4,000		Wages paid to employers during the on-the-job training portion of CLIMB (job placement).
Participant Incentives	\$ 1,500		Incentives for completed goals by participants to assist with living expenses while in training.
<b>Total Request</b>	<b>\$45,455</b>	<b>\$ 4,545</b>	<b>Total TANF/CPI Funding Request = \$50,000</b>
*CLIMB is requesting cost of administering this grant in accordance with the OMB's Uniform guidance released in December 2013.			

FAMILY INDEPENDENCE PROGRAM SUMMARY FOR TANF/CPI  
FROM THE SWEETWATER FAMILY RESOURCE CENTER  
MARCH 28, 2016

The Family Independence Program helps low-income households to meet basic needs, particularly those related to rent, utilities, and gas, as well as emergency shelter for those already homeless. The program helps households to prevent or alleviate homelessness, maintain utilities, transport themselves to work or school, and move toward financial stability. The program received 400 new applications for assistance last year.

Frequently people don't take advantage of training or employment opportunities because in order to do so they have to accept a delay in pay, reduce hours at a current job, or incur some expenses. For people already struggling financially, that may mean they can't meet basic needs. By helping to meet basic needs, we are able to help clients to take advantage of opportunities. Those opportunities vary widely for different people. The Family Independence Program provides assistance as clients work toward a plan for success that fits their interests and strengths.

The Sweetwater Family Resource Center began the Family Independence Program in 2010 with TANF funds. When the state ended that funding stream as part of statewide budget cuts in 2012, we were able to continue with funding from United Way, and later Emergency Solutions and CSBG. However, with current economic conditions, the need has increased beyond what our current funding can handle.

Family Independence currently helps households to meet basic needs as they take "one step forward" to improve their situation. In theory, a family can receive up to \$1,000 in assistance, with rent assistance capped at \$300 per month for a maximum of three months. What is not received in rent can be received for utilities or gas to get to and from work.

With the recent reality of increasing numbers of clients, few clients have received all of the \$1,000 in assistance from the above funding streams. The Wyoming Legislature's recent cut of all state funding for LIEAP will leave some federal dollars for energy assistance, but the reduction will further impact families struggling to meet basic needs in the next year. Major reasons for financial struggles include loss of jobs or reductions in hours of work, disease, medical expenses, and lack of a functioning vehicle.

One step forward can involve working toward a GED, English as a Second Language classes, college classes, Climb Wyoming, vocational school or other training to obtain employment, or actually starting a new job. A second group of acceptable steps forward include classes in parenting, thinking skills, anger management, financial management, relationships, addiction education and violence education.

The Sweetwater Family Resource Center is also operating a Housing First program with the Wyoming Department of Health. We have housed seven chronically homeless mentally ill people. Housing First is evidence-based and shows that greater assistance can result in greater independence while reducing overall community expenses. We would like to put that philosophy in place on a small scale within our Independence Program.

We are proposing to serve fifteen (15) TANF eligible families through the Independence Program, utilizing TANF funding. We will ask that they increase the steps forward to at least two, with at least one step forward coming from the first group of steps (including GED, college, a new job, etc.). We will provide assistance up to \$1,800 for rent, utilities, gas, work/school expenses for the fifteen households as they take the two or more steps forward.

The Sweetwater Family Resource Center has the Independence program in place, and the changes would be minimal in terms of implementation. We will need to add some staff time and contact landlords and organizations. We will develop criteria for selecting families, case management, and follow-up. The program involves collaboration with landlords, as well as education and social service agencies. It helps families increase employability, earn more, and move toward self-sufficiency and better ability to support their families.

Budget:

Assistance to Individuals (15 families x \$1,800)	\$27,000
Wages (\$17.50 x 6 hrs/family)	1,575
Taxes (\$1,575 x 11.5%)	181
Accounting	595
Office Supplies	144
Postage	54
Travel, local	75
<b>TOTAL:</b>	<b>\$29,624</b>

**TANF Sweetwater County Proposal**  
**Greater Wyoming Big Brothers Big Sisters Sweetwater Branch**

**Project/Program Description**

Greater Wyoming Big Brothers Big Sisters (GWBBBS) seeks to help Sweetwater families through TANF funding. Our mission is to provide children facing adversity with strong and enduring, professionally supported one-to-one relationships that change their lives for the better, forever. Focusing on positive youth development, GWBBBS measures positive youth outcomes, including focuses on parental trust and relationships with adults. The agency will place particular emphasis on maintaining children in the home whenever possible by effectively assessing their needs, and ensuring adequate services are provided to meet their educational, physical, and mental health needs.

GWBBBS utilizes research-based practices and data-driven decision making in all aspects of planning and implementation. The agency recognizes that there are multiple models of youth-development, prevention, intervention, and effective practices in child welfare. The organization is well versed in various models, including risk and protective factors research, strengths-based perspectives, resiliency, and public health models. GWBBBS believes that the most successful models have one thing in common: they are rooted in the philosophy that youth who are connected with their peers, families, and communities are more successful, while youth who become disconnected and disengaged exhibit behavior problems and are more likely to become involved in the child welfare system.

*Quality Mentoring Relationships with Caring Adult Mentors*

Proposed programming exposes youth to positive and supportive adults through the best practices and methods rooted in the Big Brothers Big Sisters mentoring program. Many of the community's most vulnerable youth experience a lack of structure, unclear boundaries, or negative reinforcement. Youth desperately need adults in their lives who can guide them in the right direction and help them reach their potential. Unfortunately, they are often subjected to the message that they are not valued members of their communities and adults are not interested in supporting them. The program carefully trains staff to engage the youth in positive relationships and actively recruits community volunteers to reinforce the message. Youth are surrounded by adults who consistently reinforce the message that they are valued members of the community with amazing growth potential and opportunities for the future.

*Family Centered Practices - Community and Family Support Services*

Our organization is grounded in the philosophy that outcomes occur because of building strong, trusting relationships with the families we serve. Initially, youth and families may feel resistant to social services and treatment, fearful of feeling stigmatized, labeled, and resentful of authority. Our staff will work to build confidence and trust with families while their children are participating in mentoring programming. Families will grow to see the program as a partner and support system, helping their children achieve success. GWBBBS will host at least quarterly family engagement activities. By building strong relationships with family members and caretakers, we will be able to assess their needs, provide referrals to community resources, and improve their connections to and interactions with school personnel, counselors, and court systems.

Program professionals will have frequent communication with SCSD#1 and #2 administrators and teachers, probation officers and law enforcement, mental health professionals, and community organizations such as the Urban Renewal Association, Community Connections, and Western Wyoming Community College. Our staff will be a link for all of these agencies and organizations to communicate with each other. We will help each participant follow their individualized treatment plan by providing direct services, communicating problems, and helping solve problems with other community members.

**Implementation Plan**

If awarded, GWBBBS is already versed in TANF reporting and monitoring requirements. For several years, GWBBBS has both managed TANF pass through funding for Carbon County and been a subgrantee in Albany County. GWBBBS successfully has verified and documented family eligibility, accurately billed and invoiced, provided quarterly narratives updating program progress and outcomes, and successfully completed audits without findings.

GWBBBS will train Sweetwater Branch case managers in TANF procedures and documentation, as well as prepare case managers for quarterly reporting. Communication and interactions with families and children are recorded electronically in a secure online database, where child development, child safety, and relationship development is documented. GWBBBS's Deputy Director will also provide training and support for case managers to enhance programming, focusing on adult relationships and connecting families with community resources.

**Budget**

GWBBBS is requesting \$15,000 for programming. Support of a mentoring relationship averages to about \$1,000 per year per child. GWBBBS anticipates serving 15 youth through TANF programming.

Salaries	\$ 8,500.00	Case management for youth and mentor relationships
Taxes	\$ 1,009.00	FICA, Worker's Compensation, and Unemployment
Supplies	\$ 627.00	Family engagement activities; general office supplies for enrollment, management, and documentation of youth and mentor relationships
Rent and Utilities	\$ 3,500.00	Rent for case management spaces for youth mentoring; communications for monthly contact with youth, mentors, and families
<b>SUBTOTAL</b>	<b>\$ 13,636.00</b>	
Administrative Costs	\$ 1,364.00	Does not exceed 10% of subtotal
<b>Total Budget</b>	<b>\$ 15,000.00</b>	
<i>Number of participants = 15</i>		<i>Cost per participant = \$1,000</i>

**Meetings Goals and Purpose of TANF/CPI**

Proposed services provided by GWBBBS will address TANF's purposes of providing assistance to needy families so that children may be cared for in their own homes or in the homes of relatives.

- Provide evidence based services at times when at-risk youth most need to be involved in positive experiences and when they are most prone to get in to trouble in order to help prevent delinquent behaviors.
- Provide services that are integrated into the existing community system by partnering with other child serving agencies in order to provide comprehensive service to strengthen a wide range of families.

## BOARD OF COUNTY COMMISSIONERS MEETING REQUEST FORM

<p>Date Requested: April 5, 2016</p>	<p>Name &amp; Title of Presenter: Krisena Marchal, Grants Manager Mike Lowell, Sheriff</p>
<p>Department or Organization: Grants Admin Sheriff's Office</p>	<p>Contact Phone &amp; E-mail: Krisena Marchal marchalk@sweet.wy.us Mike Lowell lowellm@sweet.wy.us</p>
<p>Exact Wording for Agenda:  Approval of the 2016 High Intensity Drug Trafficking Area (HIDTA) Subrecipient Grant Agreement</p>	<p>Preference of Placement on Agenda &amp; Amount of Time Requested for Presentation:  5 minutes</p>
<p>Will there be Handouts? (If yes, include with meeting request form) Yes</p>	<p>Will handouts require SIGNATURES: Yes - by the Chairman [USE BLUE INK]</p>
<p>Additional Information:</p> <p>Please see executive summary on the next page for further information.</p> <p><b>REQUESTED ACTION:</b> Motion to approve, and authorize the Chairman to sign, the 2016 High Intensity Drug Trafficking Area (HIDTA) Subrecipient Grant Agreement.</p>	

**To:** Sweetwater County Commissioners  
**From:** Krisena Marchal  
**Subject:** BOCC Meeting 4/5/16  
 Approval of the 2016 High Intensity Drug Trafficking Area (HIDTA)  
 Subrecipient Grant Agreement

**EXECUTIVE SUMMARY:**

Sweetwater County has been awarded a federal High Intensity Drug Trafficking Area (HIDTA) grant in the amount of \$80,636 by the Wyoming Division of Criminal Investigation (DCI). The award requires no cash match, and must be spent within the period of January 1, 2016 through December 31, 2016. The proposed agreement represents the fiscal part of the project whereas the performance component was previously approved by the County Commission on January 20, 2015 and is ongoing.

The grant will be used for expenses for one detective to participate on the Southwest Enforcement Team – Task Force Officer Program to remove specifically targeted street dealers and major drug traffickers. Costs are only reimbursed for actual time spent on the grant project and are separated out on DCI timesheets.

<b><u>2016 HIDTA Grant Project Budget for the Task Force Officer (TFO)</u></b>			
	<b>Grant Award</b>	<b>County Cost</b>	<b>Total Project Cost</b>
<ul style="list-style-type: none"> <li>• <b><u>Salary/Wages</u></b> 1 full-time employee</li> </ul>	59,731	0	59,731
<ul style="list-style-type: none"> <li>• <b><u>Fringe Benefits</u></b> FICA, LTD, WC, Retirement</li> </ul>	20,905	0	20,905
	<b>\$80,636</b> <b>(100%)</b>	<b>\$0</b> <b>(0%)</b>	<b>\$80,636</b> <b>(100%)</b>

**RECOMMENDATION/NOTES:**

Staff notes that this is the first HIDTA award in which there are no County costs for overage expenses. The grant limits the amount of fringe benefits to be reimbursed. The current employee has waived the health insurance coverage because of coverage elsewhere, making the total costs within the grant award.

Staff also notes that the fiscal portion of this grant award always arrives after the term begins. That is why it is mentioned in the County’s budget message as an anticipated grant award so that there are no supplanting and noncompliance issues. Costs incurred on or after January 1, 2016 will be reimbursed following execution of the agreement.

Staff recommends approval of the agreement but it must be signed in blue ink.

<b><u>ACTION REQUESTED:</u></b>	<b>Motion to approve, and authorize the Chairman to sign, the 2016 High Intensity Drug Trafficking Area Subrecipient Grant Agreement. [MUST USE BLUE INK TO SIGN]</b>
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## **Subrecipient Award for High Intensity Drug Trafficking Area (HIDTA) Funding**

**Sub-Recipient Agency: Sweetwater County Sheriff's Office**

**Award Amount: \$80,636**

**Award Period: January 1, 2016 thru December 31, 2016**

**Award #: G16RM0012A**

**Sub-Award #: SCSO**

**CFDA No.: 95.001 High Intensity Drug Trafficking Area (HIDTA)**

- A. The term of this Subrecipient Award between the Wyoming Division of Criminal Investigation (DCI) and Sweetwater County Sheriff's Office (Sub-Recipient Agency) shall be from January 1, 2016 thru December 31, 2016 unless extended by modification to this Agreement.
- B. The parties agree that because DCI has been designated as the fiscal agent for the State of Wyoming Rocky Mountain HIDTA program all requests for payments and budget reprogramming shall pass through DCI.
- C. The parties agree that Sub-Recipient Agency is a sub-recipient under the State of Wyoming Rocky Mountain HIDTA program and is incurring reimbursable expenses under the program.
- D. The parties hereby agree to the disbursement of HIDTA funds in the amount of Eighty Thousand, Six Hundred Thirty-Six Dollars (\$80,636) to Sub-Recipient Agency under the following terms and conditions.
  1. Sub-Recipient Agency shall follow all applicable federal, state, and local guidelines regarding purchases and other expenditures under the HIDTA program, including but not limited to the following: OMB Uniform Guidance on Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards (OMB Circular 2 CFR Part 200), Fair Labor Standards Act (FLSA), as well as HIDTA and Rocky Mountain HIDTA policies and procedures.
  2. Subrecipient Agency agrees to abide by and be bound by the Subrecipient approved budget for purchases including future reprogramming requests as approved by DCI and HIDTA. All reprogramming requests shall be submitted in writing to DCI by October 21, 2016, who shall forward them to HIDTA.

3. Requests for payment shall be submitted to DCI at the following address by the 10<sup>th</sup> of the month following the end of the claim period:

State of Wyoming  
Division of Criminal Investigation  
Attn: Division Fiscal Office  
208 South College Drive  
Cheyenne, WY 82002

4. Subrecipient Agency agrees to reimburse DCI for any amount paid by DCI to Sub-Recipient Agency that is later disallowed after audit or financial review.

5. All timesheets and supporting payroll and invoice documentation must be provided to DCI on a monthly basis to support current billing reimbursement requests, to include detailed billing summary spreadsheet.

6. Subrecipient Agency agrees that Fifty-Nine Thousand, Seven Hundred Thirty-One Dollars (\$59,731) of this award is budgeted for Salary and Twenty Thousand, Nine Hundred Five Dollars (\$20,905) is budgeted for Fringe, for a total award of Eighty Thousand, Six Hundred Thirty-Six Dollars (\$80,636).

**THIS SPACE LEFT INTENTIONALLY BLANK**

IN WITNESS THEREOF, the parties to this Subrecipient Award consisting of three pages (3), either personally or through their duly authorized representatives, have executed this Subrecipient Award on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Subrecipient Award.

\_\_\_\_\_  
Steven R. Woodson, Director  
Wyoming Division of Criminal Investigation

\_\_\_\_\_  
Date

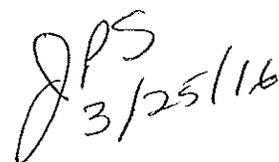


\_\_\_\_\_  
Sub-Recipient Agency Head  
Michael Lowell, Sheriff  
Sweetwater County Sheriff's Office

3/23/16  
Date

\_\_\_\_\_  
Wally J. Johnson, Chairman  
Sweetwater County Commission

\_\_\_\_\_  
Date



**CONTRACT FOR TASK FORCE OFFICERS BETWEEN  
THE STATE OF WYOMING, OFFICE OF THE ATTORNEY GENERAL,  
DIVISION OF CRIMINAL INVESTIGATION  
AND  
SWEETWATER COUNTY SHERIFF'S OFFICE**

1. **Parties.** The parties to this Contract are the Wyoming Division of Criminal Investigation (DCI), whose address is: 208 South College Drive, Cheyenne, WY, 82002 and the Sweetwater County Sheriff's Office [Home Agency], whose address is: 731 C Street, Suite 234, Rock Springs, WY 82901.
2. **Purpose of Contract.** The purpose of this Agreement is to set forth the terms and conditions by which the parties shall cooperate as members of the Enforcement Team(s) to identify drug offenders, make undercover purchases, develop conspiracy cases against major drug traffickers, as well as to investigate other violations as needed.

3. **Term of Contract and Required Approvals.**

A. This Contract is effective when all parties have executed it and all required approvals have been granted [Effective Date]. The Performance Period for this Contract is from when the Home Agency initially assigns a TFO(s) to DCI, until the Home Agency or DCI terminates this agreement. This (12) month cycle is specific to the HIDTA Sub Recipient Award for that calendar year for reimbursement(s) for the TFO's regular pay, and fringe benefits. All overtime pay and associated FICA, Medicare, Workers Compensation, Unemployment Insurance and Retirement benefits will be reimbursed at 100%.

All services shall be completed during this term. Renewal will occur until DCI or the Home Agency determines further participation by the Home Agency is no longer essential to the Team structure or DCI faces budgetary constraints to support this program.

B. By law, agreements for professional or other services must be approved by the Attorney General and the Department of Administration and Information's Procurement Office, Wyo. Stat § 9-1-403(b)(v), and all agreements for services costing over one thousand, five hundred dollars (\$1,500.00) must be approved by the Governor or his designee as well, Wyo. Stat §9-2-1016(b)(iv)(D).

4. **Payment.** DCI agrees to pay the Home Agency for the services covered by this Agreement and the Home Agency's Sub Recipient Award.

The Home Agency shall submit a payroll processing calendar identifying time sheet cut-off dates for both regular and overtime payments being billed to DCI. Payroll, payroll taxes and overtime, if any, shall be submitted monthly, via a Standard Excel Billing Template Spreadsheet that will be provided by DCI. The billings must include a copy from

the Home Agency's payroll system (payroll journal summary verification documents), and signed DCI TFO time sheets, verifying all calculations of regular and overtime pay which coincide with the Home Agency's payroll processing calendar. The TFO will work a regular Monday through Friday, 8:00 am to 5:00 pm work week for DCI. The TFO will also work any assigned hours beyond the above DCI regular schedule deemed necessary by the Team Leader and Commander to accomplish investigative goals as it relates to DCI cases. Additional DCI hours worked will be defined by the Team Leader and Commander and will be processed as additional pay based on the Home Agency's payroll schedule policy and procedures. DCI may not reimburse any working hours that the Home Agency assigns to the TFO that are not preapproved. The Home Agency will send all billings to:

**Wyoming Division of Criminal Investigations**  
**Attn: DCI Fiscal Department**  
**208 South College Drive**  
**Cheyenne, WY 82002**  
**(307-777-7181)**

Any charges not submitted to DCI for reimbursement within the stated timelines may become the sole responsibility of the Home Agency.

5. **Purpose of the Drug Enforcement Teams:** The goal of the Drug Enforcement Teams is to enhance, through jointly controlled operations, the ability of federal, state, and local criminal justice agencies to remove specifically targeted street dealers and major drug traffickers through investigations, arrest, prosecution and conviction of drug trafficking organizations. The teams will coordinate multi-jurisdictional activities, resources and functions of law enforcement and prosecution agencies, in the successful investigation and prosecution of complex multi-jurisdictional crimes and their perpetrators.

The objectives are as follows:

- A. Investigation, prosecution and conviction of multi-jurisdictional drug traffickers, conspirators and violent offenders.
- B. Investigation, prosecution and conviction of drug traffickers, organizations, conspirators and violent offenders.
- C. Reduction of fractional, duplicative investigations and prosecutions by avoiding conflicting investigations.

6. **Agreement Between the Parties:**

- A. DCI will assign a Team Leader to each Drug Enforcement Team. The Team Leader will report to his/her supervisor at DCI. The Team Leader, or his/her designee, i.e. of a satellite office, is the first line supervisor of the team. The Team Leader is responsible for day to day operations, case investigations, work assignments, case reports, performance

ratings of team members, time sheets, overtime approval, financial expenditures and other duties as assigned.

**B.** The Team Leader and/or the Team Leader's supervisor will meet with the Sheriffs and Chiefs of the relevant Enforcement Team Region, on a monthly basis. The Team Leader is responsible for hosting an "Administrative Briefing" one time per calendar year. The Team Leader will invite all law enforcement agency heads within the respective Drug Enforcement Team's area of responsibility. This briefing will allow Agents and Task Force Officer(s) of the Drug Enforcement Teams to present investigations and other relevant information to local agency/ies as well as state and federal law enforcement agencies.

**C.** Only POST-Certified Peace Officer(s), with at least two years of law enforcement experience, will serve as a TFO on a Drug Enforcement Team. DCI will assist in the TFO selection process by interviewing TFO candidates and reviewing their qualifications. DCI has the right to reject TFO candidates who, in the opinion of the DCI Director or his designee, are not well-suited to participate on a Drug Enforcement Team. Once assigned, the TFO is expected to serve in that capacity for at least two years unless he or she ceases to be employed by the Home Agency, or DCI determines that he or she should cease to serve as a TFO. When the TFO ceases to serve as a TFO, the Home Agency may designate another Officer or Deputy as a TFO, pursuant to the process outlined above.

**D.** DCI and/or the Home Agency will provide office space and a vehicle, as well as supplies and equipment required for the position. The TFO will return all equipment that is provided by DCI to DCI.

DCI is responsible for all insurance coverage on the assigned TFO vehicles, and will provide full insurance coverage for an assigned TFO vehicle through the State of Wyoming Risk Management Agency. The TFO will be responsible to adhere to the State of Wyoming Vehicle Use Policies and Procedures. The State of Wyoming Risk Management Agency deems that windshield replacement for the TFO Vehicle, for any reason, is the responsibility of the DCI. DCI will provide fuel as well as routine vehicle maintenance and repairs, including oil changes, lubrication, and tires for the TFO vehicle and will cover costs associated with installation of emergency and communication equipment. TFOs are responsible for printing their name, as well as the assigned vehicle number, on all invoices for repairs and maintenance to the TFO vehicle and forwarding this information to DCI Headquarters in Cheyenne, attention Fiscal Office. If the TFO is replaced on the Drug Enforcement Team by another Officer or Deputy from the Home Agency, DCI will assign the TFO vehicle to that Officer or Deputy. If the assigned TFO leaves the Drug Enforcement Team and is not replaced by another Officer or Deputy from the Home Agency, the Home Agency will return the assigned vehicle to the designated Team office. DCI will reassign or replace TFO vehicles as it deems appropriate.

**E.** The TFO is responsible to adhere to the following rules and policies established by the State of Wyoming: Personnel Rules, Substance Abuse, Code of Ethics, Workplace Violence, Anti-Discrimination, Internet Acceptable Use and E-Mail Management. . The TFO will also complete the State of Wyoming Defensive Driving Program and adhere to

DCI policies and procedures. If there is a rule, policy or procedure violation, DCI will notify the TFO's Home Agency of the violation. It is further understood and agreed by the Parties that the TFO remains an employee of the Home Agency and is not an employee of the State of Wyoming. The TFO will also perform DCI firearms training and qualifications per DCI Policies.

**F.** Unless exigent circumstances exist, case work outside each Enforcement Team region requires prior DCI approval. Any travel by the TFO that is required outside the State of Wyoming must have prior approval by the DCI Team Leader and Commander.

**G.** DCI will provide Agent(s) to serve on the Task Force who are POST- certified and experienced in drug enforcement. DCI will attempt to provide a POST-certified, forty (40) hour DCI Drug Investigation/Enforcement School for the TFO at DCI's discretion. DCI may also provide additional training that is relevant to the TFO's assignment to the Enforcement Team. Costs of training that is not specific to the objectives of the Enforcement Team may be the sole responsibility of the Home Agency.

**H.** If the Home Agency requests forfeiture of assets seized without the participation of DCI Enforcement Team the DCI Director or his designee will determine whether DCI will proceed with forfeiture. All forfeiture proceedings must follow DCI policy. DCI shall have control of the forfeiture process and the authority to negotiate and settle the case.

**I.** The designated Team Leader at DCI will periodically inform his/her supervisors and the head of the Home Agency of the TFO's performance and progress. In the event of a commendation or disciplinary action, the Team Leader will notify his or her supervisor and the head of the Home Agency.

**J.** Press releases shall be a cooperative effort between DCI and the Home Agency. Each party shall keep the other party informed to the best of their ability, under the circumstances. The Team Leader shall provide the head of the Home Agency with the necessary information to issue a press release. DCI and the Home Agency shall coordinate the timing of the press release following an arrest or operation. However, information about investigations that are sensitive in nature will be released to the press only at the discretion of the DCI Director. The press release may include the names and ages of persons involved, type and amount of drugs, seizures, forfeitures, and length of investigation.

**K.** In the event the Home Agency's policies or procedures conflict with those of DCI DCI's current policies and procedures will take precedent while the TFO remains assigned to the Drug Enforcement Team.

**L.** Nothing contained herein alters, extends or modifies the Peace Officer Liability coverage provided by the State Self-Insurance Program pursuant to Wyo. Stat. §1-41-103 and related case law.

**M.** The Home Agency shall follow all applicable federal, state and local guidelines under the HIDTA program, including but not limited to the following: OMB Uniform

Guidance on Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards (OMB Circular 2 CFR Part 200) and Fair Labor Standards Act (FLSA).

7. **General Provisions.**

A. **Amendments.** Any changes, modifications, revisions or amendments to this Agreement which are mutually agreed upon by the parties to this Agreement shall be incorporated by written instrument, executed and signed by all parties to this Agreement.

B. **Applicable Law/Venue.** The construction, interpretation and enforcement of this Agreement shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Agreement and the parties, and the venue shall be the First Judicial District, Laramie County, Wyoming.

C. **Availability of Funds.** DCI will reimburse the Home Agency when state or federal government funds allocated to pay the Home Agency for purposes of this Agreement are available. If funds are not allocated and available for DCI to pay the Home Agency for these services, DCI may terminate this Agreement at the end of the period for which the funds are available. DCI shall notify the Home Agency at the earliest possible time if this Agreement will or may be affected by a shortage of funds. No liability shall accrue to DCI in the event this provision is exercised, and DCI shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section. This provision shall not be construed so as to permit DCI to terminate this Agreement in order to acquire similar services from another party.

D. **Entirety of Agreement.** This Agreement, consisting of seven (7) pages represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral. The parties acknowledge that this Agreement is also subject to current Wyoming Personnel Rules.

E. **Force Majeure.** Neither party shall be liable for failure to perform under this Agreement if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays. This provision shall not be effective unless the failure to perform is beyond the control and without the fault or negligence of the nonperforming party.

F. **Indemnification.** Each party to this agreement shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend, or indemnify the other.

**G. Notices.** All notices arising out of, or from the provisions of this Agreement shall be in writing and given to the parties at the address provided under this Agreement, either by regular mail or delivery in person.

**H. Prior Approval.** This Agreement shall not be binding upon either party, no services shall be performed under the terms of this Agreement, and the Wyoming State Auditor shall not draw warrants for payment on this Agreement, until this Agreement has been reduced to writing, approved as to form by the Office of the Attorney General, filed with and approved by the Department of Administration and Information's Procurement Office and approved by the Governor of the State of Wyoming or his designee if required by Wyo Stat §9-2-1016(b)(iv)(D).

**I. Severability.** Should any portion of this Agreement be judicially determined to be illegal or unenforceable, the remainder of the Agreement shall continue in full force and effect, and either party may renegotiate the terms affected by the severance.

**J. Sovereign Immunity.** The State of Wyoming, and DCI do not waive sovereign immunity by entering into this Agreement and specifically retain immunity and all defenses available to them as sovereigns pursuant to Wyo. Stat. §1-39-104(a) and all other state or federal law. The Home Agency by entering into this Agreement does not waive governmental immunity to the extent it is provided by law.

**K. Termination of Agreement.** This Agreement may be terminated by either party at any time, with or without cause.

**L. Third Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to this Agreement, and shall inure solely to the benefit of the parties to this Agreement. The provisions of this Agreement are intended only to assist the parties in determining and performing their obligations under this Agreement. The parties to this Agreement intend and expressly agree that only parties signatory to this Agreement shall have any legal or equitable right to seek to enforce this Agreement, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Agreement, or to bring an action for the breach of this Agreement.

**M. Time is of the Essence.** Time is of the essence in all provisions of the Agreement.

**N. Titles Not Controlling.** Titles of paragraphs are for reference only, and shall not be used to construe the language in this Agreement.

**O. Waiver.** The waiver of any breach of any term or condition in this Agreement shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.

8. Signatures. By signing this Contract, the parties certify that they have read and understood it, that they agree to be bound by the terms of the Contract, and that they have the authority to sign it.

This Contract is not binding on either party until approved by the Department of Administration and Information's Procurement Office and the Governor of the State of Wyoming or his designee, if required by Wyo. Stat. §9-2-1016(b)(iv)(D).

**WYOMING DIVISION OF CRIMINAL INVESTIGATION**

  
\_\_\_\_\_  
Steven R. Woodson, Director

1/26/15  
Date

**SWEETWATER COUNTY COMMISSIONERS**

  
\_\_\_\_\_  
Wally J. Johnson, Chairman

1/20/15  
Date

**SWEETWATER COUNTY SHERIFF'S OFFICE**

  
\_\_\_\_\_  
Michael Lowell, Sheriff

01/14/15  
Date

**ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM**

  
\_\_\_\_\_  
Kristin M. Nuss, Senior Assistant Attorney General

01-06-15  
Date

OK  
MD  
1-14-15

# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: <b>April 5, 2016</b>	Presenters Name: <b>Mike Lowell, Garry McLean</b>
Department or Organization: <b>Sheriff; Human Resources</b>	Contact Phone and E-mail: <b>872-3921; 872-3910</b>
Exact Wording for Agenda: Request to restaff vacant position <sup>s</sup> in Detention Center	Preference of Placement on Agenda & Amount of Time Requested for Presentation: <b>5 min.</b>
Will there be Handouts? (If yes, include with meeting request form) <b>yes</b>	Will handouts require SIGNATURES: <b>yes</b>
Additional Information:	

### INSTRUCTIONS:

- All requests to be added to the agenda will need to be submitted in writing on the “Meeting Request Form” by Wednesday at 12:00 p.m. prior to the scheduled meeting and returned in person or electronically to Clerk Sally Shoemaker at: [shoemakers@sweet.wy.us](mailto:shoemakers@sweet.wy.us)
- All handouts must accompany the meeting request form by Wednesday at 12:00 p.m. prior to the scheduled meeting date. ***\*\*If your handout is not accompanied with the request to be added to the agenda, your request will be dismissed and you may reschedule for the next meeting provided the handout(s) are received.\*\****
- Any documents requiring **Board Action** or **signature** are considered agenda items and need to be requested in the same manner.
- All **original** documents requesting action or signature must be submitted to Deputy County Clerk Vickie Eastin. However, a **copy** must be submitted to Sally Shoemaker for distribution of the packet and retention.
- As always, if you are unable to attend the meeting after being placed onto an agenda, please send a representative in your place or your item will be rescheduled.
- In order to determine placement on the agenda, please review the county website ([www.sweet.wy.us/commissioner](http://www.sweet.wy.us/commissioner)) on Thursday afternoon.
- If a request to be placed on an agenda is received **AFTER** the deadline, you will be considered for the next meeting date.
- No handout will be received during a meeting in session.

**Sweetwater County  
Request to Restaff Vacant Position**

Board Meeting Date: 4/5/2016

Department: Sheriff's Office - Detention Center

Position: Control Room Worker

Vacancy Date: 3/30/2016

Reason for vacancy: Transferred employee to Clerk position in the Detention Center (clerk position was approved to restaff by Board on 3/15/2016)

Department Request: To Restaff position immediately, in a full time capacity with full benefits

Anticipated Re-staff Date 5/1/2016

Board Action	
Approved _____	Date: <u>4/5/2016</u>
Denied _____	
Full time _____	# Hours (if part time)
Part time _____	
Restaff Immediately _____	Delay restaffing until (month)

	Position	Hire Date	Monthly							Total cost of employment (salary + benefits)	Annual Cost of employment
			Salary	Retirement	Health Insurance	LTD	FICA	Workers Compensation	Total benefits		
Current costs for Detention Employee	Detention Control Worker (10 1/2 years; Grade 9, step 5 rate of pay)	11/9/2005	\$ 3,208.60	\$ 533.27	\$ 626.87	\$ 11.55	\$ 245.46	\$ 46.85	\$ 1,465.99	\$ 4,672.59	\$ 56,071.12
Anticipated Costs to restaff Position Vacancy	Detention Control Worker (grade 9, step 1, * see notes below)	5/1/2016	\$ 2,850.87	\$ 473.81	\$ 1,635.84	\$ 10.26	\$ 218.09	\$ 41.62	\$ 2,379.63	\$ 5,230.50	\$ 62,766.02
Net Difference (savings)			\$ (357.73)	\$ (59.45)	\$ 1,008.97	\$ (1.29)	\$ (27.37)	\$ (5.22)	\$ 915.64	\$ 557.91	\$ 6,694.90

**NOTES**

Health Insurance: Anticipates Family health insurance coverage, for new employee, previous employee had Employee only Coverage.

*Brenda Regel*  
Reviewed by HR Representative (signature)

Reviewed by Department Head/ Elected Official (signature)

Commission Chair (signature)

*3-29-16*

Date:

*3/29/2016*

Date:

Date:

**Sweetwater County  
Request to Restaff Vacant Position**

Board Meeting Date: 4/5/2016  
 Department: Sheriff Department  
 Position: Detention Corporal  
 Vacancy Date: 4/4/2016  
 Reason for vacancy: Employee transferred to vacant Patrol Deputy position  
 Department Request: Restaff Corporal position, full time with benefits  
 Anticipated Re-staff Date: 4/15/2016

Board Action	
Approved _____	Date: <u>4/5/2016</u>
Denied _____	
Full time _____	
Part time _____	# Hours (if part time) _____
Restaff immediately _____	Delay restaffing until (month) _____

	Position	Hire Date	Monthly								Total cost of employment (salary + benefits)	Annual Cost of employment
			Salary	Retirement	Health Insurance	LTD	FICA	Workers Compensation	Total benefits			
Current costs for Employee	Corporal (9 years, Grade 19, step 4 rate of pay)	8/13/2007	\$ 5,074.22	\$ 872.77	\$ 1,635.84	\$ 18.27	\$ 388.18	\$ 112.65	\$ 3,027.70	\$ 3,101.92	\$ 97,223.02	
Anticipated Costs to restaff Position Vacancy	Corporal (Grade 19, step 4 rate of pay)		\$ 5,074.22	\$ 872.77	\$ 1,635.84	\$ 18.27	\$ 388.18	\$ 112.65	\$ 3,027.70	\$ 3,101.92	\$ 97,223.02	
Net Difference (savings)			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

NOTES

Health Insurance: Anticipates Family health insurance coverage, for new employee. Previous employee had Employee + Family insurance coverage.  
 Rate of pay for new employee anticipates 10 - 15 years law enforcement experience. Anticipate promoting from within Sheriff's Office to re-staff this vacancy.

Brenda Bael  
 Reviewed by HR Representative (signature)  
Mike Lund  
 Reviewed by Department Head/ Elected Official (signature)  
 \_\_\_\_\_  
 Commission Chair (signature)

3-30-2016  
 Date:  
 \_\_\_\_\_  
 Date:  
 \_\_\_\_\_  
 Date:

# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: <b>April 5, 2016</b>	Presenters Name: <b>John Radosevich, Garry McLean</b>
Department or Organization: <b>Engineering</b>	Contact Phone and E-mail: <b>872-3921; 872-3910</b>
Exact Wording for Agenda: Request to restaff vacant position in Engineering	Preference of Placement on Agenda & Amount of Time Requested for Presentation: <b>5 min.</b>
Will there be Handouts? (If yes, include with meeting request form) <b>yes</b>	Will handouts require SIGNATURES: <b>yes</b>
Additional Information:	

### INSTRUCTIONS:

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Sweetwater County  
Request to Restaff Vacant Position

Board Meeting Date: 4/5/2016  
 Department: Road & Bridge  
 Position: Seasonal Laborer  
 Vacancy Date: n/a Seasonal position  
 Reason for vacancy: n/a Seasonal position  
 Department Request: To staff seasonal position no benefits  
 Anticipated Re-staff Date 5/15/2016

Board Action	
Approved _____	Date: <u>4/5/2016</u>
Denied _____	
Full time <input checked="" type="checkbox"/> _____	
Part time _____	# Hours (if part time) _____
Restaff Immediately _____	Delay restaffing until (month) _____

Position	Hire Date	Salary	Retirement	Health Insurance	LTD	Monthly			Total MONTHLY cost of employment (salary + benefits)	Cost of position for 4 months
						FICA	Workers Compensation	Total benefits		
Seasonal Laborer - Road & Bridge	5/15/2016	\$ 2,080.00	n/a	n/a	n/a	\$ 159.12	\$ 30.37	\$ 189.49	\$ 2,269.49	\$ 9,077.95
<b>Totals</b>		<b>\$ 2,080.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 159.12</b>	<b>\$ 30.37</b>	<b>\$ 189.49</b>	<b>\$ 2,269.49</b>	<b>\$ 9,077.95</b>

**NOTES**

Seasonal employees are not eligible for benefits: Health Insurance, LTD, or Retirement

Brenda Rose  
 Reviewed by IIR Representative (signature)

[Signature]  
 Reviewed by Department Head/ Elected Official (signature)

\_\_\_\_\_  
 Commission Chair (signature)

3-30-16  
 Date:

3-30-16  
 Date:

\_\_\_\_\_  
 Date:

**Sweetwater County  
Request to Restaff Vacant Position**

Board Meeting Date: 4/5/2016  
 Department: Engineering  
 Position: Seasonal Engineering Intern  
 Vacancy Date: n/a Seasonal position  
 Reason for vacancy: n/a Seasonal position  
 Department Request: To staff seasonal position no benefits  
 Anticipated Re-staff Date 5/15/2016

Board Action	
Approved _____	Date: <u>4/5/2016</u>
Denied _____	
Full time <u>X</u>	
Part time _____	# Hours (if part time) _____
Restaff Immediately _____	Delay restaffing until (month) _____

Position	Hire Date	Salary	Retirement	Health Insurance	LTD	Monthly			Total MONTHLY cost of employment (salary + benefits)	Cost of position for 4 months
						FICA	Workers Compensation	Total benefits		
Seasonal Engineering Intern	5/15/2016	\$ 2,773.34	n/a	n/a	n/a	\$ 212.16	\$ 40.49	\$ 252.65	\$ 3,025.99	\$ 12,103.97
<b>Totals</b>		<b>\$ 2,773.34</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 212.16</b>	<b>\$ 40.49</b>	<b>\$ 252.65</b>	<b>\$ 3,025.99</b>	<b>\$ 12,103.97</b>

**NOTES**

Seasonal employees are not eligible for benefits: Health Insurance, LTD, or Retirement

Brenda Raul  
 Reviewed by IIR Representative (signature)  
[Signature]  
 Reviewed by Department Head/ Elected Official (signature)  
 \_\_\_\_\_  
 Commission Chair (signature)

3-30-16

Date: \_\_\_\_\_  
3-30-16  
 Date: \_\_\_\_\_  
 \_\_\_\_\_  
 Date: \_\_\_\_\_

# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: <b>April 5, 2016</b>	Presenters Name: <b>John Radosevich, Garry McLean</b>
Department or Organization: <b>Road &amp; Bridge; Human Resources</b>	Contact Phone and E-mail: <b>872-3921; 872-3910</b>
Exact Wording for Agenda: Request to restaff vacant position in Road & Bridge Dept	Preference of Placement on Agenda & Amount of Time Requested for Presentation: <b>5 min.</b>
Will there be Handouts? (If yes, include with meeting request form) <b>yes</b>	Will handouts require SIGNATURES: <b>yes</b>
Additional Information:	

### INSTRUCTIONS:

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- No handout will be received during a meeting in session.

**Sweetwater County  
Request to Restaff Vacant Position**

Board Meeting Date: 4/5/2016  
 Department: Road & Bridge  
 Position: Equipment Operator  
 Vacancy Date: 3/31/2016  
 Reason for vacancy: retirement

Department Request: To Restaff position immediately in a full time capacity with full benefits

Anticipated Re-staff Date 4/30/2016

Board Action	
Approved _____	Date: <u>4/5/2016</u>
Denied _____	
Full time _____	
Part time _____	# Hours (if part time) _____
Restaff Immediately _____	Delay restaffing until (month) _____

	Position	Hire Date	Monthly							Total cost of employment (salary + benefits)	Annual Cost of employment
			Salary	Retirement	Health Insurance	LTD	FICA	Workers Compensation	Total benefits		
Previously staffed position	Equipment Operator (Grade 15, step 7: 21 years)	8/28/1995	\$ 4,561.68	\$ 758.15	\$ 1,229.92	\$ 16.42	\$ 348.97	\$ 66.60	\$ 2,420.06	\$ 6,981.74	\$ 83,780.91
Anticipated Costs to restaff Position Vacancy	Equipment Operator (Grade 15, step 5) *	4/30/2016	\$ 4,299.83	\$ 714.63	\$ 1,635.84	\$ 15.48	\$ 328.94	\$ 62.78	\$ 2,757.67	\$ 7,057.50	\$ 84,689.95
Net Difference (savings)			\$ (261.85)	\$ (43.52)	\$ 405.92	\$ (0.94)	\$ (20.03)	\$ (3.82)	\$ 337.60	\$ 75.75	\$ 909.04

**NOTES**

Health Insurance: Anticipates Family health insurance coverage, for new employee. Previous employee had Employee and Spouse coverage

\* Potentially restaffing position at Lateral Entry rate of pay, step 5 - (10 years service credit), after 6 months service.

Brenda Rae  
 Reviewed by IIR Representative (signature)

[Signature]  
 Reviewed by Department Head/ Elected Official (signature)

\_\_\_\_\_  
 Commission Chair (signature)

3-30-16  
 Date:

3-30-16  
 Date:

\_\_\_\_\_  
 Date:

# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: <b>April 5th , 2016</b>	Presenters Name: <b>Mike Bournazian</b>
Department or Organization: <b>Sweetwater Co. Fire Dept.</b>	Contact Phone and E-mail: <b>307-922-5360</b>
Exact Wording for Agenda: Requesting Approval and Signature to the 2016 Wildland Fire Management Annual Operating Plan	Preference of Placement on Agenda & Amount of Time Requested for Presentation: <b>10 minutes</b>
Will there be Handouts? (If yes, include with meeting request form) <b>Yes,</b>	Will handouts require SIGNATURES: <b>Yes</b>
<b>Additional Information:</b>	
Currently the Wamsutter and Bairoil Volunteer Fire Departments do not have a wildland fire engine and both respond into the county for fires	

### INSTRUCTIONS:

- All requests to be added to the agenda will need to be submitted in writing on the “Meeting Request Form” by Wednesday at 12:00 p.m. prior to the scheduled meeting and returned in person or electronically to Clerk Sally Shoemaker at: [shoemakers@sweet.wy.us](mailto:shoemakers@sweet.wy.us)
- All handouts must accompany the meeting request form by Wednesday at 12:00 p.m. prior to the scheduled meeting date. ***\*\*If your handout is not accompanied with the request to be added to the agenda, your request will be dismissed and you may reschedule for the next meeting provided the handout(s) are received.\*\****
- Any documents requiring **Board Action** or **signature** are considered agenda items and need to be requested in the same manner.
- All **original** documents requesting action or signature must be submitted to Deputy County Clerk Vickie Eastin. However, a **copy** must be submitted to Sally Shoemaker for distribution of the packet and retention.
- As always, if you are unable to attend the meeting after being placed onto an agenda, please send a representative in your place or your item will be rescheduled.
- In order to determine placement on the agenda, please review the county website ([www.sweet.wy.us/commissioner](http://www.sweet.wy.us/commissioner)) on Thursday afternoon.
- If a request to be placed on an agenda is received **AFTER** the deadline, you will be considered for the next meeting date.
- No handout will be received during a meeting in session.

2016

**WILDLAND FIRE MANAGEMENT ANNUAL OPERATING PLAN****WYOMING STATE FORESTRY DIVISION, DISTRICT #4  
(Lincoln, Sublette, Sweetwater, Teton, and Uinta Counties)**

This Plan is between the USDI Bureau of Land Management (BLM), Wyoming State Forestry Division (WSFD), USDA Forest Service (USFS), USDI National Park Service (NPS), USDI Fish & Wildlife Service (USFWS), and

**Lincoln Co.** - South Lincoln County Fire District, Bear River Fire District, Upper Valley Fire District, Alpine Fire District, and Lincoln County.

**Sublette Co.** - Sublette County.

**Sweetwater Co.** - City of Rock Springs, Sweetwater County Fire District #1, Eden-Farson Fire District, Town of Granger, Town of Wamsutter, and Sweetwater County.

**Teton Co.** - Teton Village Special Fire District and Teton County.

**Uinta Co.** - Uinta County Fire Protection & Emergency Services Joint Powers Board and Uinta County.

**PREAMBLE**

This operating plan is prepared pursuant to the Wyoming Interagency Cooperative Fire Management Agreement, USDA Forest Service #11-FI-11020000-020, USDI Bureau of Land Management #BLM-MOU-WY-930-1202, USDI National Park Service #12491200001, USDI Bureau of Indian Affairs #A12MA00028 and the USDI Fish and Wildlife Service #14-48-FF06R03000-12-K001.

**PURPOSE**

This is a Sub-Geographic Area Annual Operating Plan (AOP) applicable to all signatory parties within Wyoming State Forestry Division District 4. It addresses issues affecting cooperation, interagency working relationships and protocols, financial arrangements, and joint activities.

**RECITALS**

National Response Framework activities will be accomplished utilizing established dispatch coordination concepts. Situation and damage assessment information will be transmitted through established fire suppression intelligence channels.

Jurisdictional Entities are responsible for all planning documents i.e. land use, resource and fire management plans, and decision support documents for a unit's wildland fire and fuels management program.

Protecting Entities implement the actions documented and directed by the appropriate planning documents and decision support documents for initial and extended attack on wildfire incidents. They provide the supervision and support including operational oversight, direction and logistical support to Incident Management Teams.

## INTERAGENCY COOPERATION

### **Interagency Dispatch Centers:**

1. The Entities agree to participate in the neighborhood dispatch system. The Entities give authority to the dispatch center to provide the services required in support of the appropriate center's charter and operating plan. For specifics, see the dispatch center plans.
2. For initial dispatch

**Lincoln Co.** - in the southern 2/3 of the county, fires on State, Private, BLM, NPS, and USFWS ownership will use Rawlins Interagency Dispatch Center as the dispatch contact. For fires on USFS ownership, Teton Interagency Dispatch Center will be used. In the northern 1/3 of the county (Star Valley), fires on all ownerships will use Teton Interagency Dispatch Center. On multi-jurisdictional fires and incidents with poor radio communications the Incident Commander, in coordination/agreement with the dispatch centers and appropriate Duty Officers, will determine which dispatch center will be used based on acceptable radio communications. All responding units will be informed on which dispatch center is being used along with assigned frequencies for the incident. The responsible Agencies dispatch center will be updated on the progress and any significant events when a different dispatch center is providing support to an incident.

**Sublette Co.** - for interagency fires within Sublette County, either Teton Interagency Dispatch Center or Rawlins Interagency Dispatch Center will be used as dispatch contact. Fires will be dispatched according to dispatch center boundaries. On multi-jurisdictional fires and incidents with poor radio communications the Incident Commander, in coordination/agreement with the dispatch centers and appropriate Duty Officers, will determine which dispatch center will be used based on acceptable radio communications. All responding units will be informed on which dispatch center is being used along with assigned frequencies for the incident. The responsible Agencies dispatch center will be updated on the progress and any significant events when a different dispatch center is providing support to an incident.

For the reporting and assigning of the appropriate fire numbers on interagency fires within Sublette County, dispatch center boundaries will be the determining factor as to which dispatch center is responsible to do so.

**Sweetwater Co.** - on State, Private, BLM High Desert District, and USFWS ownership fires, Rawlins Interagency Dispatch Center will be used for the dispatch contact, on Wind River Bighorn Basin District BLM ownership fires, Cody Interagency Dispatch Center will be used. For fires on USFS ownership, Uinta Basin Interagency Fire Center will be used. On multi-jurisdictional fires the Incident Commander(s), in conjunction with the interagency dispatch center managers, will determine which dispatch center to use.

**Teton Co.** - for all interagency fires within Teton County, Teton Interagency Dispatch Center will be used for the dispatch contact. Communication frequencies to be used for initial attack will be according to the jurisdictional authority of the incident.

**Uinta Co.** - on State, Private, and BLM ownership fires, Rawlins Interagency Dispatch Center will be used for the dispatch contact. For fires on USFS ownership, Northern Utah Dispatch Center

will be used. On multi-jurisdictional fires, the Incident Commander(s) in conjunction with the interagency dispatch center managers will determine which dispatch center to use.

#### **Mobilization Process for State and County Resources:**

When resources, statused in ROSS, are ordered from their local dispatch center for initial attack, it is their responsibility to notify their respective dispatch center of their assignment. It is also their responsibility to notify their respective dispatch center when they return home.

#### **Standards:**

##### FIREFIGHTER QUALIFICATIONS

Three levels of expertise are recognized.

1. Within jurisdiction the qualifications for local resources utilized for initial attack fire suppression will meet local standards.
2. Outside jurisdiction, on extended attack, all resources will meet NWCG 310-1 standards. Certification will be the responsibility of the sending entity.
3. All county and State Unit Leader positions and above will be NWCG 310-1 qualified. Certification is the responsibility of Wyoming State Forestry Division.

##### PREPAREDNESS

#### **Protection Areas and Boundaries:**

See: Lincoln Exhibit A, Sublette Exhibit A, Sweetwater Exhibit A, Teton Exhibit A, Uinta Exhibit A.

#### **Methods of Fire Protection and Suppression:**

##### Reciprocal Fire Protection Services (Mutual Aid)

##### Lincoln Co.

1. The entire county is considered as a reciprocal protection zone with the exception of Bureau of Reclamation (BOR) lands. Initial Attack will be reimbursable on all BOR lands within Lincoln County.
2. Due to the ownership pattern and the response time, within the reciprocal fire protection zone, each Entity, with the exception of WSFD's 24 hours, shall assume its own full cost of expenditures for a maximum of 8 hours in the Star Valley area (defined as north of Township 29 North) and 24 hours in the rest of the county following the initial report of the fire. Costs incurred after the reciprocal fire protection period ends will be reimbursed by the protecting Entity. The protecting Entity will be determined as soon as possible. All fires will be reported to the protecting Entity.
3. Reciprocal protection is not construed as an automatic dispatch. Therefore, priority

will be given to the release of a supporting Entity when it is mutually agreed upon by the initial attack IC that the fire situation is such that the protecting Entity's forces on the scene can adequately control the incident. Furthermore, within its capabilities, the protecting Entity will render support to the supporting Entity to include but not limited to food, water, and additional forces to expedite release of the supporting Entity in advance of the maximum reciprocal fire protection period.

4. Entities will notify the BOR Agency Administrator (as listed in Attachment 2) as soon as possible when Initial Attack is not sufficient to control a fire.

#### **Sublette Co.**

1. The entire county is considered as a reciprocal protection zone with the exception of Bureau of Reclamation (BOR) lands. Initial Attack will be reimbursable on all BOR lands within Sublette County.
2. Within the reciprocal fire protection zone, each Entity, with the exception of WSFD's 24 hours, shall assume its own full cost of expenditures for the first initial response operational period. Costs incurred after the first operational period will be reimbursed by the protecting Entity. An operational period begins at 0001 hours and terminates at 2400 hours. The protecting Entity will be determined as soon as possible and notified.
3. Reciprocal protection is not construed as an automatic dispatch for the operational period. Therefore, priority will be given to the release of a supporting Entity when it is mutually agreed upon by the initial attack IC that the fire situation is such that the protection Entity's forces on the scene can adequately control the incident. Furthermore, within its capabilities, the protecting Entity will render support to the supporting Entity to include but not limited to food, water, and additional forces to expedite release of the supporting Entity in advance of the maximum one operational period reciprocal fire protection.
4. Entities will notify the BOR Agency Administrator (as listed in Attachment 2) as soon as possible when Initial Attack is not sufficient to control a fire.

#### **Sweetwater Co.**

1. The entire county is considered as a reciprocal protection zone with the exception of Bureau of Reclamation (BOR) lands. Initial Attack will be reimbursable on all BOR lands within Sweetwater County.
2. Within the reciprocal fire protection zone, each Entity, with the exception of WSFD's 24 hours, shall assume its own full cost of expenditures for a maximum of 24 hours following the initial report of the fire to the jurisdictional Entity. Costs incurred after the reciprocal fire protection period ends will be reimbursed by the protecting Entity. The protecting Entity will be determined as soon as possible. All fires will be reported to the protecting Entity.
3. Reciprocal protection is not construed as an automatic 24 hour dispatch. Therefore, priority will be given to the release of a supporting Entity when it is mutually agreed upon by the initial attack IC that the fire situation is such that the protecting Entity's forces on the scene can adequately control the incident. Furthermore, within its capabilities, the

protecting Entity will render support to the supporting Entity to include but not limited to food, water, and additional forces to expedite release of the supporting Entity in advance of the maximum 24 hour reciprocal fire protection.

4. Entities will notify the BOR Agency Administrator (as listed in Attachment 2) as soon as possible when Initial Attack is not sufficient to control a fire.

#### **Teton Co.**

1. The entire county is considered as a reciprocal protection zone with the exception of Bureau of Reclamation (BOR) lands. Initial Attack will be reimbursable on all BOR lands within Teton County.
2. Within the reciprocal fire protection zone, each Entity, with the exception of WSFD's 24 hours, shall assume its own full cost of expenditures for the first initial response operational period. Costs incurred after the first operational period will be reimbursed by the protecting Entity. An operational period begins at 0001 hours and terminates at 2400 hours. The protecting Entity will be determined as soon as possible and notified.
3. Reciprocal protection is not construed as an automatic dispatch for the operational period. Therefore, priority will be given to the release of a supporting Entity when it is mutually agreed upon by the initial attack IC that the fire situation is such that the protecting Entity's forces on the scene can adequately control the incident. Furthermore, within its capabilities, the protecting Entity will render support to the supporting Entity to include but not limited to food, water, and additional forces to expedite release of the supporting Entity in advance of the maximum one operational period reciprocal fire protection.
4. Entities will notify the BOR Agency Administrator (as listed in Attachment 2) as soon as possible when Initial Attack is not sufficient to control a fire.

#### **Uinta Co.**

1. The entire county is considered as a reciprocal protection zone.
2. Within the reciprocal fire protection zone, each Entity, with the exception of WSFD's 24 hours, shall assume its own full cost of expenditures for a maximum of 24 hours following the initial report of the fire to the jurisdictional Entity. Costs incurred after the reciprocal fire protection period ends will be reimbursed by the protecting Entity. The protecting Entity will be determined as soon as possible. All fires will be reported to the protecting Entity.
3. Reciprocal protection is not construed as an automatic 24 hour dispatch. Therefore, priority will be given to the release of a supporting Entity when it is mutually agreed upon by the initial attack IC that the fire situation is such that the protecting Entity's forces on the scene can adequately control the incident. Furthermore, within its capabilities, the protecting Entity will render support to the supporting Entity to include but not limited to food, water, and additional forces to expedite release of the supporting Entity in advance of the maximum 24 hour reciprocal fire protection.

4. Entities will notify the BOR Agency Administrator (as listed in Attachment 2) as soon as possible when Initial Attack is not sufficient to control a fire.

#### **Bureau of Reclamation**

For all wildfires on BOR administered land and wildfires exceeding the Mutual Aid Period on State Parks land, Counties should send billing requests and documentation as listed in "Billing Procedures:, Section 4." of this AOP.

WSFD will contact the appropriate entity and determine payment process.

#### **WSFD**

WSFD shall assume costs of its non aviation related resources such as overhead, Smokebusters (WHCC), engines, or personnel for a maximum of 24 hours following the initial dispatch to the fire. This shall not be construed as an automatic 24 hour dispatch. Any deviation or variation will be at the discretion of the WSFD Fire Duty Officer or their designee. An exception to the 24 hour reciprocal period is the Wyoming State Helitack, provisions are as follows:

1. For all dispatches: WSFD will assume the cost of the aircraft daily availability.
2. For fires on State and/or Private jurisdiction or those fires that pose an imminent threat to State and/or Private lands: WSFD shall assume all associated costs of the Wyoming State Helitack for at least a full operational period to be determined by the WSFD Fire Duty Officer. Federal employees assigned to the Helitack may still be billed to the jurisdictional agency as described below.
3. For fires on Federal lands or those fires that pose no imminent threat to State and/or Private land, WSFD shall seek reimbursement for all costs associated with the Wyoming State Helitack with the exception of the aircraft daily availability.
4. Rates for the Helicopter and supporting costs shall be distributed upon execution of the contract.

#### **Agreements/MOUs for Fire Suppression Responsibilities:**

Agreements/MOUs between agencies establishing fire suppression responsibilities will be recognized by this AOP. Agencies providing this protection may represent the interest of the jurisdictional agency whose lands are being protected. Unless specified otherwise, the lands protected under Agreement/MOU will be afforded the same conditions/terms as the protecting agency's lands (i.e. mutual aid periods, etc.). All signatories to this AOP will be notified, in writing, of changes or modifications to fire suppression responsibilities by the agency providing protection at the time of an approved Agreement/MOU.

**Joint Projects and Project Plans:****COMMUNITY WILDFIRE PROTECTION PLANS (CWPP)**

On fires that threaten, or involve the Wildland Urban Interface (WUI), the County's Community Wildfire Protection Plan should be referred to for suppression priorities and other information that could prove beneficial to the suppression efforts.

**Fire Prevention/Education/Mitigation:**

The Entities agree to cooperate in the development and implementation of fire prevention/education/mitigation programs. Entities will collaborate on ways to prevent unwanted wildfires. This program will have an overarching goal of lessening the risk of wildfire impacts to public and private land and structures especially in the WUI.

Entities will make available a contact list of people who can assist in wildfire prevention and education.

**Fire Restrictions and Closures:**

Fire Restrictions and/or Closures will be coordinated between the parties to this agreement to include initiating, implementing, and lifting.

**Prescribed Fire (Planned Ignitions) and Fuels Management:**

1. Fuels management and prescribed fire projects will be coordinated with the affected Entities to this agreement.
2. Wildfires resulting from escaped prescribed fires incidents, at the direction or under the supervision of one of the entities to this agreement, shall be the responsibility of that Entity. All subsequent suppression activities will be coordinated with the appropriate Entities. All incident management costs, unless otherwise agreed upon, exclusive of reciprocal periods, shall be borne by the responsible Entity and documented in a cost share agreement.
3. Escaped prescribed fires ignited by individual(s) not party to this agreement will be considered as wildland fires requiring suppression action under the terms and conditions of this agreement.
4. Entities agree to share and reimburse, according to the rates established in Exhibits C, D, E, and F for resources used on prescribed fire projects, based on availability, qualifications and need. For Forest Service prescribed fire projects, a separate agreement may be required.

**Smoke Management:**

Within their authorities, the Entities to this Agreement agree to coordinate in smoke management efforts. The Wyoming Department of Environmental Quality, Air Quality Division, Smoke Management Program has access to the Wyoming State Forestry Division Wildfire Reporting Program, and will assist in the coordination of smoke management within the state in support of

the Wyoming Air Quality Standards & Regulations Chapter 10, Section 4 Smoke Management requirements.

### OPERATIONS

#### **Fire Notifications and Reporting:**

All fires and initial action on or near land under the protection of an Entity to this agreement will be reported promptly to the protecting Entity through the appropriate dispatch center (listed above: Interagency Cooperation) and further instructions agreed upon.

For a list of contacts for notification or requests of assistance see the attached appropriate County Directory (Attachment 2).

#### **Initial Attack:**

If one or more Entities to this agreement arrive on initial attack, the first Entity on the scene will assume command or turn command over to another Entity if they have more qualified supervisory personnel. Once protection responsibilities are established, the protecting Entity will either assume command or request a supporting Entity to do so. Based on the incident complexity, qualified personnel will assume command or agree to implement Unified Command of a multi-jurisdictional fire.

#### **Independent Action on Lands Protected by Another Entity:**

Nothing herein shall prohibit any Entity, on its own initiative, with notification and coordination with the protecting Agency and without requesting reimbursement from going upon lands known to be protected by another Entity to engage in suppression of wildland fires, when such fires are a threat to lands within that Entity's protection responsibility.

#### **Special Management Considerations:**

##### **Federal Lands (BLM, USFS, NPS, USF&WS)**

The intent of these considerations is to provide guidance to initial responders regarding federal lands. In particular they are aimed at non-federal responders that may not be familiar with this management direction. These considerations may be modified if a decision by the initial attack Incident Commander determines that human life or safety is imminently threatened.

Heavy Equipment: Use of a dozer, road patrol, or grader is not authorized for suppression except in situations when the Field Manager/District Ranger/Project Leader/Park Superintendent, (in coordination with Duty Officer or designated official) provides verbal consent. This will be followed by written documentation to the Incident Commander. Within USFS wilderness lands, heavy equipment requires Regional Forester Approval. All vehicles must remain on roads until a Resource Advisor arrives on scene to provide site specific guidance.

Aerial Retardant: Aerial retardant should not be applied within 300 feet of identified waterways (streams and lakes). Any application of retardant within these buffers should be directly reported to the dispatch center. Mis-application of retardant on USFS avoidance areas requires additional

formal reporting.

Special Lands Designations: On Wilderness lands (Congressionally Designated, Wilderness Study Areas, and Recommended/Proposed/Potential Wilderness), and Areas of Critical Concerns (BLM) special tactics must be used. No motorized equipment may be used without proper approval including chainsaws, portable pumps and helicopter landings. Minimum Impact Suppression Tactics (MIST) will be utilized in order to minimize adverse impacts of management actions. Fire management resources will be advised of this and briefed on MIST.

### **Wildland Urban Interface Protection**

structural fire suppression is the responsibility of local fire service Entities. Keeping an approaching wildfire from reaching a structure may be the responsibility of any of the parties to this agreement depending upon the location of the wildfire, ownership of the structure, and the chosen management strategy.

**Private Lands** – The protection of privately owned land and structures are the responsibility of the local fire service Entity that has jurisdiction for the private property.

**Federal Lands w/Private Structures** - The protection of privately owned structures on federal lands is the responsibility of the local fire service Entity that has jurisdiction for the private structures. Structure protection responsibilities of the local fire service Entity include actions taken directly on the structure or on the immediate area surrounding structures. The Federal Agencies will be responsible for keeping the fire from reaching the structures.

Entities that elect not to immediately suppress an ignition in order to manage the fire to achieve Land Management Plan objectives are responsible for the cost associated with that fire. This includes the cost of protecting private land, structures and infrastructure, as well as other State and Federal managed lands unless negotiated otherwise with the other affected jurisdictions. For incidents that have an initial response objective of protection (suppression) and it is later determined that a decision is made to effectively manage the incident for resource objectives, Entities should follow the standard cost share principles and may need to develop additional cost share agreements based on changes in the situation and objectives.

The local fire service Entity is responsible for developing structure protection plans and coordinating with the Incident Management Team to implement the plan. This could include the local fire service Entity preparing the plan themselves or working with the Incident Management Team to obtain resources to prepare and implement the plan.

### **Decision Process:**

#### ESCAPED FIRES OR FIRES THREATENING OTHER JURISDICTIONS

Field personnel, involved in fire suppression action, will contact the other protecting Entities as soon as possible after a fire escapes or threatens to escape initial attack, or is expected to be managed as a long duration event near intermingled ownership (defined as different ownership within 1 mile of the fire or it is

anticipated that other ownerships may be involved). A Unit Administrator Group (see Glossary, Attachment 1) will be assembled by the initial attack Entity to represent the protecting Entities involved with that fire. For a list of the designated representatives for purposes of creating a Unit Administrator Group (UAG), see the directory (Attachment 2). The function including the roles and responsibilities for each rep within the UAG will vary to some extent between each agency as determined by agency policy and each respective Unit Administrator. In some cases, there will be several positions assigned to aid in completing the above tasks.

1. Guidelines for assembling the Unit Administrator Group

- a. A wildfire that escapes initial attack or is a threat to other jurisdictions.
- b. The fire is to be determined at a Type III or higher complexity level.
- c. Containment is not anticipated before the next burning period.

2. The Unit Administrator Group's function is:

- a. To participate in development and approval of wildfire decision documents developed for managing a fire incident.
- b. To recommend to the appropriate Line Officer(s) the level at which the Incident should be managed.
- c. To prepare a Delegation of Authority for Line Officers(s) signature.
- d. To act as the Entity's Representative for their respective Entity.
- e. To develop a coordinated message of Leader's Intent and agree on incident priorities to communicate to the incoming IC.
- f. To recommend to the Line Officer(s) the management level (Type 1, 2 or 3) and command structure (Unified or Single IC) appropriate for the incident. This recommendation will be based upon complexity, ownership, values to be protected, and qualifications of personnel.
- g. To initiate a written cost share agreement for Line Officer(s) approval signatures (Example – Exhibit G).
- h. To prepare an IMT in-briefing, if an IMT has been ordered.
- i. To agree to all expenditures whenever the management actions must be modified including mop-up, rehab, and patrol after demobilization of the fire.
  1. The Incident Commander/Unified Command will provide the Unit Administrator Group with an estimated fire cost daily.
  2. The Incident Commander/Unified Command and the Unit Administrator Group will reach mutual agreement when the fire situation is such that the group can be demobilized.

**Delegation of Authority:**

Incidents that have been declared as exceeding initial attack and transition to extended attack shall have an incident specific Delegation of Authority in place as soon as possible.

**Preservation of Evidence and Fire Cause Determination:**

Each Entity is responsible for investigating and taking appropriate law enforcement action for all fires on lands under their jurisdiction. The initial attack Incident Commander will take all responsible precautions to preserve evidence found.

Entities shall render mutual assistance in investigation and law enforcement activities and in court prosecutions to the fullest extent possible. Each Entity shall be responsible for fire-related law enforcement activities on wildfires that originate on their respective lands. To the extent permitted by Federal and State law, the protecting Entity will provide investigation files relative to the fire to the jurisdictional Entity for legal action and/or prosecution.

### **USE AND REIMBURSEMENT OF INTERAGENCY FIRE RESOURCES**

#### **Cost Share Agreement:**

In situations where an incident encompasses land under the protection or jurisdictional responsibility of more than one Entity, a cost share agreement will be initiated as soon as possible prior to containment.

When fires are managed for multiple management objectives, a cost share agreement will be negotiated on a case by case basis. Where agreement cannot be reached regarding incident strategies, tactics, or costs the discussion will be elevated to the next level of Entity administrators representing each Entity.

See Exhibit G

When a cost share agreement is negotiated, the reciprocal (mutual aid) period will not apply. All costs will begin at the start of the incident.

#### **Training:**

The Entities party to this agreement will coordinate wildland fire training locally within the County, State, and the Geographic Area. Zone Training Representatives are responsible for coordinating with all Entities for the planning and delivery of wildland fire training.

#### **Communication Systems:**

Communication frequencies to be used for initial attack are included in Attachment 3.

All Parties to this agreement give permission for the use of their respective Entity's radio frequencies for emergency use only.

All Entities will utilize the Standard Air to Ground naming convention adopted by the National Interagency Incident Communication Division.

#### **Aviation Operations:**

1. Aerial resources/support may be used with prior approval of the protecting Entity unless otherwise specified under "Special Management Considerations" of this plan. For list of contacts for retardant usage see the appropriate County Directory (Attachment 2).

2. Aerial resources/support will be paid for by the requesting Entity if prior approval has not been obtained.
3. Air to air and air to ground frequencies with designated ground contacts need to be established with dispatch.
4. Aviation costs of wildfires on non-federal lands – reimbursement for aviation assets will be billed to the agency that has jurisdiction for the fire and are excluded from mutual aid. Daily availability, if there is any will still be the responsibility of the federal agency(ies).

**Billing Procedures:**

1. Federal Billings: Federal Agencies will not bill each other for fire suppression. See sub-paragraph 4 under this section for State and County billings.
2. When non-federal resources respond to non-federal incidents outside the State of Wyoming, bills should be submitted to the jurisdictional Agency where an existing payment mechanism has been implemented. If agreement and payment mechanisms do not exist, bills should be submitted to the appropriate USDA Forest Service, Rocky Mountain Region or Intermountain Region.

Wyoming State Forestry Division will coordinate resources, audit bills for service, and forward all completed bills for services to the Forest Service under these qualifying conditions:

- i. When non-federal resources respond to incidents which are outside the State of Wyoming, but are within USDA Forest Service Jurisdiction.
- ii. When the USDA Forest Service is the Lead Agency for Payment.

All completed bills will then be sent to the appropriate Forest Service region at the address listed below.

USDA Forest Service, Rocky Mountain Region  
Attn: Incident Business - Attn: Regional Business Specialist  
740 Simms Street  
Golden, CO 80401

USDA Forest Service, Intermountain Region  
Attn: Incident Business - Attn: Regional Business Specialist  
324 25<sup>th</sup> Street  
Ogden, UT 84401

3. When non-federal resources respond outside the State of Wyoming to incidents that are under US DOI jurisdiction or where the US DOI is the lead Agency for Payment, Wyoming State Forestry Division will coordinate resources, audit bills for services, and forward all completed bills for services to the appropriate DOI Agency at the address listed below in sub-paragraph 4.
4. State and County Billings: When State or County resources are used and the fire management activity is within the State of Wyoming, the State or County will bill the protecting host unit.

When the State is the jurisdictional Agency, the Federal Agencies will submit their individual billings to the State and the State will reimburse each individual Agency. When the County is the jurisdictional Entity, the Federal Agencies will submit their individual billings to the County and the County will reimburse each individual Agency.

Payment for Wyoming State/County resources will be made directly to the appropriate State/County identified in the billing. The State will coordinate billing questions or disputes with the appropriate County.

Billing Addresses: All bills for services provided to the Wyoming State Forestry Division or to Counties will be mailed to the appropriate address listed below:

All bills for services provided to the Rocky Mountain Region – Forest Service will be mailed to:

USFS Rocky Mountain Region  
Attn: Incident Business Specialist  
740 Simms Street  
Golden, CO 80401

All bills for services provided to the Intermountain Region – Forest Service will be mailed to:

USFS Intermountain Region  
Attn: Incident Business Specialist  
324 25<sup>th</sup> Street  
Ogden, UT 84401

All bills for services provided to the Department of the Interior/BLM will be mailed to:

BLM Wyoming State Office  
Attn: Budget/Incident Business Program Analyst  
PO Box 1828  
5353 Yellowstone Rd  
Cheyenne, WY 82003

All bills for services provided to the Department of the Interior/NPS Intermountain Region will be mailed to:

NPS – Intermountain Region  
Attn: Fire Incident Business Specialist  
12795 W Alameda Parkway, Lakewood, CO 80228  
PO Box 25287, Denver, CO 80225-0287

All bills for services provided to the Department of the Interior/BIA will be mailed to:

Bureau of Indian Affairs – Rocky Mountain Region

Branch of Fire & Forestry  
Attn: Budget Analyst  
316 N. 26<sup>th</sup> Street  
Billings, MT 59101

All bills for services provided to the Department of the Interior/Fish and Wildlife Service will be mailed to:

US Fish & Wildlife Service  
Regional Fire Administrative Officer  
134 Union Blvd, Ste 300  
Lakewood, CO 80228

The non-federal Entities of Wyoming are cooperators, not contractors. Rates established in the annual Wyoming Fire Mobilization Plan or Mini Fire Mobilization Plan exhibits C, D, E, F, and G have been agreed upon and accepted by all Entities. Emergency Equipment Rental Agreements will only be executed for equipment not listed in the above exhibits.

The jurisdictional Entity is not obligated to reimburse the supporting Entity for costs incurred during the Reciprocal (Mutual Aid) Period unless otherwise specified in a cost share agreement.

Fire Numbers: Entities will share their respective individual fire numbers for cross referencing purposes.

Billing Estimates/Time Frames: On fires where costs are incurred pursuant to the terms of this agreement, the billing Entity shall submit a bill or estimate for reimbursement as soon as possible, but not later than 120 days after the fire is controlled. If the total cost is not known at the time of initial billing, a partial bill, so identified, may be submitted. A final bill, so identified, will be issued within 270 days after control of the fire.

Billing deadlines set forth herein are intended merely to encourage prompt billing, and failure to meet billing deadlines shall not be construed as a release or waiver of claims for reimbursement against the other Entity.

For obligation purposes, the federal Entities will submit unpaid obligational figures to the non-federal Entities by May 15. The non-federal Entities will submit unpaid obligational figures to the appropriate federal Entity by September 15 for the previous federal fiscal year.

After the final billing has been sent and additional costs are identified, a supplemental billing may be issued if agreeable to applicable Entities.

Billing Content: A separate bill will be submitted for each fire. Bills or State Form WSFD-41, Exhibit B Invoice Form for Wyoming Firefighters and Equipment (WSFD-41) will be summarized by major categories. Bills or WSFD-41 will include incident name, location, accounting code, jurisdictional unit, incident number, appropriate resource order number, inclusive dates, and will be supported by originals or copies of the following:

Fire Time Reports, OF-288

Summary of travel charges  
Equipment Use Invoice and Daily Shift Tickets  
Credit card bill, list of purchases  
Cost Share Agreement, when applicable  
Copy of Resource Order

For out of state resources used on State or Private land incidents, their bills will be sent to the address below. Wyoming State Forestry Division will either make payment or forward the bill to the appropriate Entity for payment.

Lynda Berckefeldt  
Wyoming State Forestry Division  
5500 Bishop Blvd.  
Cheyenne, WY 82002

#### INCIDENTS OUTSIDE THE STATE OF WYOMING

Any time non-federal Entity resources respond outside the State of Wyoming, all bills for services will be sent to the address below, where they will be audited and forwarded on as appropriate. Wyoming State Forestry Division (WSFD) will coordinate resources, audit bills for services, and forward all completed bills for services (Exhibit B's) on to the Forest Service, Rocky Mountain Regional Incident Business – Regional Budget Office.

Lynda Berckefeldt  
Wyoming State Forestry Division  
5500 Bishop Blvd.  
Cheyenne, WY 82002

**Payment Due Dates:** All bills will have a payment due date 30 days after the date of issuance. If payment cannot be made before the 30 days expire, then a 30-day extension, with oral or written justification, may be requested. Voucher difference statements will accompany any payment made that is different than the amount billed.

**Disputed Billings:** Written notice that a bill is contested will be mailed to the billing Agency within 30 days of issuance of the final bill, and will fully explain the area of dispute. Contested items will be resolved within the designated waiver period.

**Fire Cost Meeting:** The Entities that are party to the cost share agreement will gather their suppression costs and meet to discuss these costs. Contested items will be resolved by signature parties if consensus cannot be reached, these costs will be elevated to the next higher level of management for resolution. After costs for fire suppression have been agreed upon then a bill will be issued to the owing party.

All supporting Entities are subject to examination and audit for 3 years after final payment.

#### **Cost Recovery:**

The Authorized Representatives of affected Entities will attempt to reach mutual agreement, as soon as possible after a fire start, on the strategy that will be used to recover suppression costs and damages from the individuals liable for such costs and damages. Such strategy may alter

interagency billing procedures, timing, and content as otherwise provided in this agreement. Any Entity may independently pursue civil actions against individuals to recover suppression costs and damages. In those cases where costs have been recovered from an individual, reimbursement of initial attack, as well as suppression costs to the extent included in the recovery, will be made to the Entity taking reciprocal action.

### GENERAL PROVISIONS

#### **Modification:**

Modifications within the scope of this Agreement shall be made by mutual consent of the Entities, by the issuance of a written modification request with a minimum 20 days notice, signed and dated by all Agencies, prior to any changes being performed. No Entity is obligated to fund any changes not properly approved in advance.

#### **Annual Review:**

This Annual Operating Plan (AOP) is reviewed annually by April 15 and revised, as needed. Wyoming State Forestry Division will be the lead Entity responsible for preparing the plan annually.

#### **Entirety of Agreement:**

This Agreement consisting of 20 pages, Attachments 1-3, and Exhibits A-H, represents the entire and integrated Agreement between the Entities.

#### **Duration of Agreement:**

This Annual Operating Plan remains in effect until superseded. It may be terminated upon 20 days written notice to all Entities.

#### **Sovereign Immunity:**

The parties do not waive sovereign immunity by entering into this Agreement and specifically retain immunity and all defenses available to them pursuant to State and Federal law.

#### **Authorized Representatives/Signatures:**

By signature below, all signatories to this Annual Operating Plan certify that the individuals listed in this document are authorized to act in their respective areas for matters related to this Annual Operating Plan. By my signature below, I authorize my signature to be photocopied into each and all of the Annual Operating Fire Plans for the Wyoming Interagency Cooperative Fire Management Agreement.

I understand that my Entity will be provided a copy of the agreement with a photocopied signature page when the required signatures are obtained.

THE PARTIES HERETO, as evidenced by their authorized signature below, have executed, and thereby entered into, this agreement upon the date of the last signature below.

## PREPARED AND APPROVED BY:

**Lincoln County**

Chairman, Lincoln County Commissioners 925 Sage Street, Kemmerer, WY 83101	(Printed Name)	Date
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Lincoln County Fire Warden P.O. Box 203, Cokeville, WY 83114	(Printed Name)	Date
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Chairman, Alpine Fire District P.O. Box 3785, Alpine, WY 83128	(Printed Name)	Date
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Chairman, Bear River Fire District P.O. Box 99, Cokeville, WY 83114	(Printed Name)	Date
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Chairman, South Lincoln County Fire District P.O. Box 188, Kemmerer, WY 83101	(Printed Name)	Date
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Chairman, Upper Valley Fire District P.O. Box 546, Afton, WY 83110	(Printed Name)	Date
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**Sublette County**

Chairman, Sublette County Commissioners 21 South Tyler Avenue, Pinedale, WY 82941	(Printed Name)	Date
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Sublette County Fire Warden 130 South Fremont Avenue, Pinedale, WY 82941	(Printed Name)	Date
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**Sweetwater County**

Chairman, Sweetwater County Commissioners Courthouse, Green River, WY 82935	(Printed Name)	Date
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Sweetwater County Fire Warden 430 Blair Avenue, Rock Springs, WY 82901	(Printed Name)	Date
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Mayor, Town of Granger P.O. Box 42, Granger, WY 82934	(Printed Name)	Date
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Mayor, City of Rock Springs 212 D Street, Rock Springs, WY 82901	(Printed Name)	Date
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Mayor, Town of Wamsutter P.O. Box 6, Wamsutter, WY 82336	(Printed Name)	Date
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Chairman, Eden-Farson Fire District P.O. Box 6, Farson, WY 82932	(Printed Name)	Date
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Chairman, Sweetwater County Fire District #1 3010 College Drive, Rock Springs, WY 82901	(Printed Name)	Date
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Fire Chief, Rock Springs Fire Department 600 College Drive, Rock Springs, WY 82901	(Printed Name)	Date
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**Teton County**

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Chairman, Teton County Commissioners P.O. Box 1727, Jackson, WY 83001	(Printed Name)	Date
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Teton County Fire Warden P.O. Box 901, Jackson, WY 83001	(Printed Name)	Date
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Chief, Teton Village Special Fire District P.O. Box 56, Teton Village, WY 83025	(Printed Name)	Date
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**Uinta County**


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Chairman, Uinta County Commissioners 225 9 <sup>th</sup> Street, Evanston, WY 82930	(Printed Name)	Date
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Uinta County Fire Warden P.O. Box 640, Evanston, WY 82931	(Printed Name)	Date
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President, Uinta County Rural Fire District 3301 County Road 165, Evanston, WY 82930	(Printed Name)	Date
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Chairman Uinta County Emergency Services Joint Powers Board P.O. Box 640, Evanston, WY 82931	(Printed Name)	Date
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**Bureau of Land Management**


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District Manager High Desert District Office, Bureau of Land Management 280 Highway 191 North, Rock Springs, WY 82901	(Printed Name)	Date
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District Manager Wind River/Big Horn Basin District Office, Bureau of Land Management P.O. Box 119, Worland, WY 82401	(Printed Name)	Date
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**United States Forest Service**


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Forest Supervisor, Ashley National Forest 355 North Vernal Avenue, Vernal, UT 84078	(Printed Name)	Date
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Forest Supervisor, Bridger-Teton National Forest P.O. Box 1888, Jackson, WY 83001	(Printed Name)	Date
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Forest Supervisor, Uinta-Wasatch-Cache National Forest (Printed Name) Date  
857 West South Jordan Parkway, South Jordan, UT 84095

**National Park Service**

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Superintendent, Fossil Butte National Monument (Printed Name) Date  
P.O. Box 592, Kemmerer, WY 83101

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Superintendent, Grand Teton National Park and the (Printed Name) Date  
John D. Rockefeller Jr. Memorial Parkway  
P.O. Box 170, Moose, WY 83012

**US Fish & Wildlife Service**

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Project Leader, National Elk Refuge (Printed Name) Date  
P.O. Box 510, Jackson, WY 83001

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Project Leader (Printed Name) Date  
Seedskafee National Wildlife Refuge Complex, US Fish & Wildlife Service  
P.O. Box 700, Green River, WY 82935

**Wyoming State Forestry Division**

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District Forester, Wyoming State Forestry Division (Printed Name) Date  
P.O. Box 1678, Pinedale, WY 82941

# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: <b>April 5, 2016</b>	Presenters Name: Bridger Feuz, Marty Gifford, Kelly Crane
Department or Organization: UW Extension Sweetwater County	Contact Phone and E-mail: 307-352-6775
Exact Wording for Agenda: UW Extension Office Sweetwater County County Coordinator Change, Staff Resignation	Preference of Placement on Agenda & Amount of Time Requested for Presentation: <b>AM; 15 minutes</b>
Will there be Handouts? (If yes, include with meeting request form)	Will handouts require SIGNATURES:
Additional Information:	

### INSTRUCTIONS:

- All requests to be added to the agenda will need to be submitted in writing on the “Meeting Request Form” by Wednesday at 12:00 p.m. prior to the scheduled meeting and returned in person or electronically to Clerk Sally Shoemaker at: [shoemakers@sweet.wy.us](mailto:shoemakers@sweet.wy.us)
- All handouts must accompany the meeting request form by Wednesday at 12:00 p.m. prior to the scheduled meeting date. ***\*\*If your handout is not accompanied with the request to be added to the agenda, your request will be dismissed and you may reschedule for the next meeting provided the handout(s) are received.\*\****
- Any documents requiring **Board Action** or **signature** are considered agenda items and need to be requested in the same manner.
- All **original** documents requesting action or signature must be submitted to Deputy County Clerk Vickie Eastin. However, a **copy** must be submitted to Sally Shoemaker for distribution of the packet and retention.
- As always, if you are unable to attend the meeting after being placed onto an agenda, please send a representative in your place or your item will be rescheduled.
- In order to determine placement on the agenda, please review the county website ([www.sweet.wy.us/commissioner](http://www.sweet.wy.us/commissioner)) on Thursday afternoon.
- If a request to be placed on an agenda is received **AFTER** the deadline, you will be considered for the next meeting date.
- No handout will be received during a meeting in session.

## Sally Shoemaker

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**From:** Pam L. McGarvey <pmcgarve@uwyo.edu>  
**Sent:** Friday, March 11, 2016 4:55 PM  
**To:** Sally Shoemaker  
**Subject:** Meeting Request  
**Attachments:** April 05, 2016.pdf

Hi Sally,

I've attached a meeting request for UW Extension Administration to be put on the April 5, 2016 agenda. Jossy Ibarra resigned her position here and they would like to announce the Interim CO-County Coordinators for the Sweetwater County Office.

Thank you and have a great weekend! It's pretty gloomy over here in RS right now—I hope we get some nice, sunny weather this weekend!

*Pamela L. McGarvey*

Office Associate/4-H Support  
University of Wyoming Extension  
Sweetwater County  
2500 College Drive, A-700  
Rock Springs, WY 82901  
307-352-6775  
307-352-6779 (FAX)  
[pmcgarve@uwyo.edu](mailto:pmcgarve@uwyo.edu)

*The University of Wyoming is an equal opportunity/affirmative action institution.*

# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

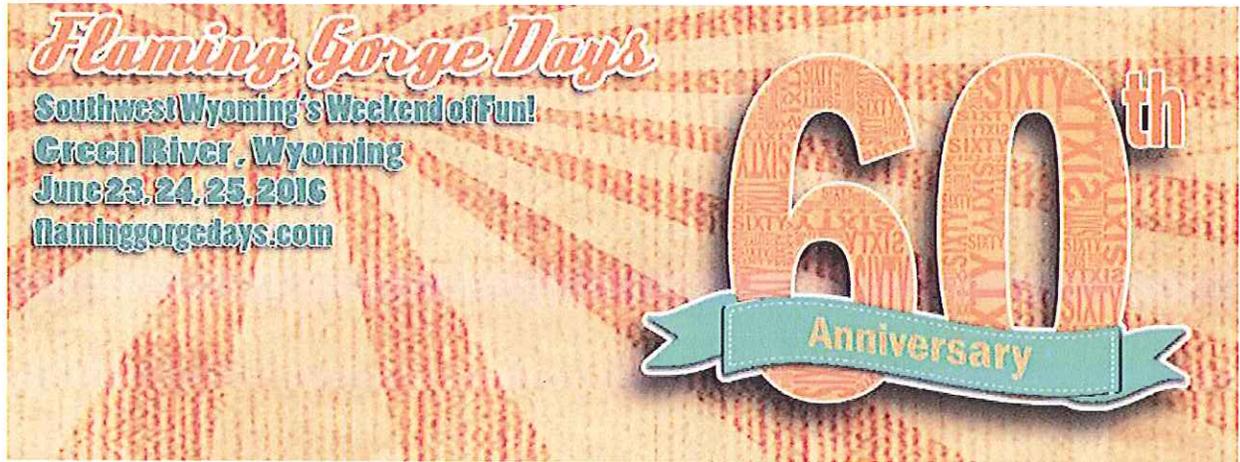
Meeting Date Requested: <b>April 5, 2016</b>	Presenters Name: Dawn Trujillo plus committee members
Department or Organization: <b>Flaming Gorge Days</b>	Contact Phone and E-mail: 307-875-9800-2142 ssager@tronalley.com
Exact Wording for Agenda: Flaming Gorge Days Sponsorship Request	Preference of Placement on Agenda & Amount of Time Requested for Presentation: As early as possible - 10 minutes or less
Will there be Handouts? (If yes, include with meeting request form)  <i>yes</i>	Will handouts require SIGNATURES:
Additional Information:	

### INSTRUCTIONS:

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- If a request to be placed on an agenda is received **AFTER** the deadline, you will be considered for the next meeting date.
- No handout will be received during a meeting in session.

To: Sweetwater County Commissioners  
From: Flaming Gorge Days Committee  
Subject: Board of County Commissioners Meeting- April 5, 2016  
Request Flaming Gorge Days Sponsorship

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**Executive Summary:**

Flaming Gorge Days is a non-profit organization and is supported by a committee comprised of 15 local volunteers and could not be made possible without the support from our community! We are excited to celebrate the 60<sup>th</sup> Anniversary where Flaming Gorge Days has become a weekend favorite for our local community as well as a destination spot for many vacationers. This year's entertainment will include sporting tournaments, a parade, children's entertainment, festival in the park and two nights of concerts. Bringing it back to our roots, Friday's event will be geared to a FAMILY FUN atmosphere.

Sweetwater County brings a number of out-of-town guests who participate in the weekend events which generate spending locally by supporting our hotels, restaurants, convenience stores and grocery stores.

The Flaming Gorge Days Committee respectfully requests the sponsorship of \$5,000.00 from the Sweetwater County Board of County Commissioners. Enclosed you will find a sponsorship packet which will allow you to determine what event(s) that you would like to sponsor to include: (3x3 basketball, the golf tournament, children's entertainment, volleyball, horseshoes, dodgeball and/or the parade).

We thank you for your consideration in sponsoring the community event that will entertain every age category!

# FLAMING GORGE DAYS

SOUTHWEST WYOMING'S WEEKEND OF FUN!

CELEBRATING 60 YEARS  
IN GREEN RIVER, WYOMING!

SPONSORSHIP OPPORTUNITIES  
JUNE 23RD, 24TH & 25TH, 2016

FLAMING GORGE DAYS, INC.  
P.O. BOX 867  
GREEN RIVER, WY 82935  
PH. 307-875-5711  
FAX: 307-875-4300

## FLAMING GORGE DAYS SPONSORSHIP PROGRAM

FLAMING GORGE DAYS IS AN ANNUAL CELEBRATION WHICH ORIGINATED IN 1956. IN 2016 FGD WILL BE CELEBRATING 60 YEARS IN GREEN RIVER, WY AND THE FLAMING GORGE DAYS COMMITTEE IS EXCITED TO ANNOUNCE THAT THIS YEAR'S FESTIVAL WILL TAKE PLACE ON JUNE 23RD, 24TH, & 25TH, 2016.

WE ARE VERY PROUD THAT THIS NON-PROFIT HAS BEEN SUPPORTED BY A COMMITTEE MADE UP OF 15 LOCAL VOLUNTEERS ALONG WITH COUNTLESS OTHERS IN THE COMMUNITY. THIS CELEBRATION HAS BECOME A WEEKEND FAVORITE FOR OUR LOCAL COMMUNITY AS WELL AS A DESTINATION SPOT FOR VACATIONERS. WITH A VARIETY OF ENTERTAINMENT OPTIONS, INCLUDING SEVERAL SPORTING TOURNATMENTS, PARADE, CHILDREN'S ENTERTAINMENT, FESTIVAL IN THE PARK, AND TWO NIGHTS OF CONCERTS, FLAMING GORGE DAYS IS ONE OF WYOMING'S PREMEIRE SUMMER EVENTS.

PARTICIPATING IN THE FLAMING GORGE DAYS SPONSORSHIP PROGRAM ALLOWS YOUR BUSINESS THE OPPORTUNITY TO GAIN MORE EXPOSURE TO A LARGE AUDIENCE AND SHOWS YOUR COMMITMENT TO THE EVENT AND OUR COMMUNITY.

FLAMING GORGE DAYS TRULY DEPENDS ON OUR SPONSORS FOR FINANCIAL SUPPORT IN ORDER TO ENSURE THE SUCCESS OF THE FESTIVAL IN 2016 AND YEARS TO FOLLOW.

IT IS OUR GOAL TO ENSURE OUR RELATIONSHIPS WITH OUR SPONSORS IS A PRIORITY AND WE APPRECIATE YOUR LOYALTY TO "SOUTHWEST WYOMING'S WEEKEND OF FUN!"

WE ARE LOOKING FORWARD TO A FANTASTIC 2016 CELEBRATION. YOU WILL RECEIVE A FOLLOW-UP PHONE CALL TO ANSWER ANY QUESTIONS OR CONCERNS YOU MAY HAVE. WE WOULD ALSO BE HAPPY TO SCHEDULE A PERSONAL MEETING AT YOUR CONVENIENCE.

SINCERELY,

DAWN TRUJILLO  
SPONSORSHIP CHAIR  
FLAMING GORGE DAYS, INC.  
(307) 875-6986/(307) 870-6987

## FLAMING GORGE DAYS SPONSORSHIP PROGRAM

### EVENT SPONSOR (\$300 OR LESS)

\$ \_\_\_\_\_

- ~ BANNER AT EVENT (PROVIDED BY SPONSOR)
- ~ WEBSITE MENTION
- ~ LOGO ON PRINT ADS AND ANY OTHER ADVERTISING INCLUDING FORMS AND PROGRAMS RELATED TO SPONSORED EVENT
- ~ USE OF FLAMING GORGE DAYS LOGO ON ANY ADVERTISING RELATED TO THE EVENT (PRIOR TO APPROVAL BY AN FGD REPRESENTATIVE)
- ~ RECOGNITION IN NEWSPAPER

PLEASE CHOOSE ONE OF THE FOLLOWING EVENTS:  
(MULTIPLE SPONSORSHIPS AVAILABLE PER EVENT)

3X3 BASKETBALL (2-DAY EVENT)  
GOLF TOURNAMENT  
CHILDREN'S ENTERTAINMENT (2-DAY EVENT)  
FESTIVAL IN THE PARK (2-DAY EVENT)  
4X4 VOLLEYBALL  
HORSESHOES  
DODGE BALL  
PARADE

## FLAMING GORGE DAYS SPONSORSHIP PROGRAM

### \$350.00 EVENT SPONSOR

- ~ 2 'GENERAL ADMISSION' FRIDAY CONCERT TICKETS AND 2 'GENERAL ADMISSION' SATURDAY CONCERT TICKETS
- ~ BANNER AT EVENT (PROVIDED BY SPONSOR)
- ~ WEBSITE MENTION
- ~ LOGO ON PRINT ADS AND ANY OTHER ADVERTISING INCLUDING FORMS AND PROGRAMS **RELATED TO SPONSORED EVENT**
- ~ USE OF FLAMING GORGE DAYS LOGO ON ANY ADVERTISING RELATED TO THE EVENT (PRIOR TO APPROVAL BY AN FGD REPRESENTATIVE)
- ~ RECOGNITION IN NEWSPAPER

PLEASE CHOOSE ONE OF THE FOLLOWING EVENTS:  
(MULTIPLE SPONSORSHIPS AVAILABLE PER EVENT)

3X3 BASKETBALL (2-DAY EVENT)  
GOLF TOURNAMENT  
CHILDREN'S ENTERTAINMENT (2-DAY EVENT)  
FESTIVAL IN THE PARK (2-DAY EVENT)  
4X4 VOLLEYBALL  
HORSESHOES  
DODGE BALL  
PARADE

## FLAMING GORGE DAYS SPONSORSHIP PROGRAM

### \$500.00 EVENT SPONSOR

- ~ 2 VIP FRIDAY NIGHT CONCERT TICKETS AND 2 VIP SATURDAY NIGHT CONCERT TICKETS
- ~ 1 VIP PARKING PASS
- ~ BANNER AT EVENT (PROVIDED BY SPONSOR)
- ~ WEBSITE MENTION
- ~ LOGO ON PRINT ADS AND ANY OTHER ADVERTISING INCLUDING FORMS AND PROGRAMS **RELATED TO SPONSORED EVENT**
- ~ USE OF FLAMING GORGE DAYS LOGO ON ANY ADVERTISING RELATED TO THE EVENT (PRIOR TO APPROVAL BY AN FGD REPRESENTATIVE)
- ~ RECOGNITION IN NEWSPAPER

PLEASE CHOOSE ONE OF THE FOLLOWING EVENTS:  
(MULTIPLE SPONSORSHIPS AVAILABLE PER EVENT)

3X3 BASKETBALL (2-DAY EVENT)  
GOLF TOURNAMENT  
CHILDREN'S ENTERTAINMENT (2-DAY EVENT)  
FESTIVAL IN THE PARK (2-DAY EVENT)  
4X4 VOLLEYBALL  
HORSESHOES  
DODGE BALL  
PARADE

*VIP TENT - LOCATED LEFT OF STAGE. INCLUDES EXCLUSIVE ACCESS TO FOOD, BEVERAGES AND RESTROOM.*

## FLAMING GORGE DAYS SPONSORSHIP PROGRAM

### \$750.00 EVENT SPONSOR

- ~ 4 VIP FRIDAY NIGHT CONCERT TICKETS & 4 SATURDAY NIGHT CONCERT TICKETS (ACCESS TO VIP TENT INCLUDING FOOD & DRINK)
- ~ 2 VIP PARKING PASSES
- ~ 2 FGD SHIRTS M\_\_ L\_\_ XL\_\_ XXL\_\_
- ~ BANNER AT EVENT (PROVIDED BY SPONSOR)
- ~ WEBSITE MENTION
- ~ LOGO ON PRINT ADS AND ANY OTHER ADVERTISING INCLUDING FORMS AND PROGRAMS **RELATED TO SPONSORED EVENT**
- ~ USE OF FLAMING GORGE DAYS LOGO ON ANY ADVERTISING RELATED TO THE EVENT (PRIOR TO APPROVAL BY AN FGD REPRESENTATIVE)
- ~ RECOGNITION IN NEWSPAPER

PLEASE CHOOSE ONE OF THE FOLLOWING EVENTS:  
(MULTIPLE SPONSORSHIPS AVAILABLE PER EVENT)

3X3 BASKETBALL (2-DAY EVENT)  
GOLF TOURNAMENT  
CHILDREN'S ENTERTAINMENT (2-DAY EVENT)  
FESTIVAL IN THE PARK (2-DAY EVENT)  
4X4 VOLLEYBALL  
HORSESHOES  
DODGE BALL  
PARADE

*VIP TENT - LOCATED LEFT OF STAGE. INCLUDES EXCLUSIVE ACCESS TO FOOD, BEVERAGES AND RESTROOM.*

## FLAMING GORGE DAYS SPONSORSHIP PROGRAM

### \$1500.00 EVENT SPONSOR

- ~ 6 VIP FRIDAY NIGHT CONCERT TICKETS & 6 SATURDAY NIGHT CONCERT TICKETS (ACCESS TO VIP TENT INCLUDING FOOD & DRINK)
- ~ 2 VIP PARKING PASSES
- ~ 4 FGD SHIRTS M\_\_ L\_\_ XL\_\_ XXL\_\_
- ~ BANNER AT EVENT (PROVIDED BY SPONSOR)
- ~ WEBSITE MENTION
- ~ LOGO ON PRINT ADS AND ANY OTHER ADVERTISING INCLUDING FORMS AND PROGRAMS **RELATED TO SPONSORED EVENT**
- ~ USE OF FLAMING GORGE DAYS LOGO ON ANY ADVERTISING RELATED TO THE EVENT (PRIOR TO APPROVAL BY AN FGD REPRESENTATIVE)
- ~ RECOGNITION IN NEWSPAPER

PLEASE CHOOSE ONE OF THE FOLLOWING EVENTS:  
(MULTIPLE SPONSORSHIPS AVAILABLE PER EVENT)

3X3 BASKETBALL (2-DAY EVENT)  
GOLF TOURNAMENT  
CHILDREN'S ENTERTAINMENT (2-DAY EVENT)  
FESTIVAL IN THE PARK (2-DAY EVENT)  
4X4 VOLLEYBALL  
HORSESHOES  
DODGE BALL  
PARADE

*VIP TENT - LOCATED LEFT OF STAGE. INCLUDES EXCLUSIVE ACCESS TO FOOD, BEVERAGES AND RESTROOM.*

## FLAMING GORGE DAYS SPONSORSHIP PROGRAM

### WEEKEND SUPER SPONSOR ~ \$3500.00

- ~ 10 VIP FRIDAY NIGHT CONCERT TICKETS & 10 SATURDAY NIGHT CONCERT TICKETS (ACCESS TO VIP TENT INCLUDING FOOD & DRINK)
- ~ 4 VIP PARKING PASSES AT ALL EVENTS
- ~ FREE PARADE ENTRY
- ~ 6 FLAMING GORGE DAYS LOGO HOODED SWEATSHIRTS
- ~ BANNER AT TWO OF THE EVENTS OF SPONSORS CHOICE (PROVIDED BY SPONSOR)
- ~ WEBSITE LINK
- ~ LOGO ON ALL POSTERS, BROCHURES, PRINT ADS, ANY OTHER ADVERTISING, INCLUDING ENTRY FORMS AND PROGRAMS
- ~ USE OF FLAMING GORGE DAYS LOGO ON ANY ADVERTISING RELATED TO THE EVENT (PRIOR TO APPROVAL BY AN FGD REPRESENTATIVE)
- ~ LOGO DISPLAYED ON FGD'S BILLBOARD AND WEBSITE
- ~ NAME MENTIONED ON SELECTIVE RADIO ADS
- ~ RECOGNITION IN NEWSPAPER

PLEASE CHOOSE ONE OF THE FOLLOWING EVENTS:  
(MULTIPLE SPONSORSHIPS AVAILABLE PER EVENT)

FRIDAY NIGHT CONCERT  
SATURDAY NIGHT CONCERT  
3X3 BASKETBALL (2-DAY EVENT)  
GOLF TOURNAMENT  
CHILDREN'S ENTERTAINMENT (2-DAY EVENT)  
FESTIVAL IN THE PARK (2-DAY EVENT)  
4X4 VOLLEYBALL  
HORSESHOES  
DODGE BALL  
PARADE

VIP TENT - LOCATED LEFT OF STAGE. INCLUDES EXCLUSIVE ACCESS TO FOOD, BEVERAGES AND RESTROOM.

## FLAMING GORGE DAYS SPONSORSHIP PROGRAM

### WEEKEND PLATINUM SPONSOR ~ \$5000.00 (NO TRADE-CASH ONLY)

- ~ 2 BACKSTAGE PASSES & 2 BACKSTAGE PARKING PASSES (INCLUDES ACCESS TO VIP TENT INCLUDING FOOD & DRINK)  
**NO TRADE, CASH ONLY**
- ~ 8 VIP CONCERT TICKETS
- ~ 5 VIP PARKING PASSES AT ALL EVENTS
- ~ FREE PARADE ENTRY
- ~ 6 FLAMING GORGE DAYS LOGO HOODED SWEATSHIRTS
- ~ BANNER AT TWO OF THE EVENTS OF SPONSORS CHOICE (PROVIDED BY SPONSOR)
- ~ WEBSITE LINK
- ~ LOGO ON ALL POSTERS, BROCHURES, PRINT ADS, ANY OTHER ADVERTISING, INCLUDING ENTRY FORMS AND PROGRAMS
- ~ USE OF FLAMING GORGE DAYS LOGO ON ANY ADVERTISING RELATED TO THE EVENT (PRIOR TO APPROVAL BY AN FGD REPRESENTATIVE)
- ~ LOGO DISPLAYED ON FGD'S BILLBOARD AND WEBSITE
- ~ NAME MENTIONED ON SELECTIVE RADIO ADS
- ~ RECOGNITION IN NEWSPAPER

PLEASE CHOOSE ONE OF THE FOLLOWING EVENTS:  
(MULTIPLE SPONSORSHIPS AVAILABLE PER EVENT)

FRIDAY NIGHT CONCERT  
SATURDAY NIGHT CONCERT  
3X3 BASKETBALL (2-DAY EVENT)  
GOLF TOURNAMENT  
CHILDREN'S ENTERTAINMENT (2-DAY EVENT)  
FESTIVAL IN THE PARK (2-DAY EVENT)  
4X4 VOLLEYBALL  
HORSESHOES  
DODGE BALL  
PARADE

VIP TENT - LOCATED LEFT OF STAGE. INCLUDES EXCLUSIVE ACCESS TO

# FLAMING GORGE DAYS SPONSORSHIP AGREEMENT

THIS AGREEMENT IS MADE AND ENTERED INTO AS OF THE \_\_\_\_ DAY OF \_\_\_\_, 20\_\_\_\_, BY AND BETWEEN FLAMING GORGE DAYS, INC., A WYOMING NONPROFIT CORPORATION, HERINAFTER CALLED "FGD," AND \_\_\_\_\_, HERINAFTER CALLED "SPONSOR."

IN CONSIDERATION OF THOSE MUTUAL PROMISES AND TERMS AND CONDITIONS SET FORTH HEREAFTER, THE PARTIES AGREE AS FOLLOWS:

- CONTRIBUTION PACKAGE (PLEASE INDICATE CHOICE BY MARKING WITH AN "X".  
CHOOSE ONE FROM EACH COLUMN)

SPONSORSHIP LEVEL	EVENT SPONSORING
<input type="checkbox"/> Event Contributor \$ _____ Sponsorship (\$300.00 or less)	<input type="checkbox"/> 3x3 Basketball (2-Day Event)
<input type="checkbox"/> \$350.00 Sponsor	<input type="checkbox"/> Golf Tournament
<input type="checkbox"/> \$500.00 Sponsor	<input type="checkbox"/> Children's Entertainment (2-Day Event)
<input type="checkbox"/> \$750.00 Sponsor, 2 Shirts, M__ L__ XL__ 2XL__	<input type="checkbox"/> Festival in the Park (2-Day Event)
<input type="checkbox"/> \$1,500.00 Sponsor, 4 Shirts M__ L__ XL__ 2XL__	<input type="checkbox"/> Volleyball
<input type="checkbox"/> \$3,500.00 Sponsor, 6 Hooded Sweatshirts, M__ L__ XL__ 2XL__	<input type="checkbox"/> Horseshoes
<input type="checkbox"/> \$5,000.00 Sponsor, 6 Hooded Sweatshirts, M__ L__ XL__ 2XL__	<input type="checkbox"/> Dodgeball
	<input type="checkbox"/> Parade

~ TERMS

- SPONSOR WILL PROVIDE THE FOLLOWING:

- BANNERS FOR DISPLAY
- LOGO FOR USE IN ADS

- FGD WILL PROVIDE THE FOLLOWING:

- SEE ATTACHED SPONSOR SHEET

~ EVENT

- 2016 FLAMING GORGE DAYS ANNUAL CELEBRATION. THE EVENT WILL COMMENCE ON THE 23RD DAY OF JUNE AND WILL END ON THE 25TH DAY OF JUNE, 2016.

~ PAYMENT

- ALL MONEY DUE FROM SPONSOR AS AGREED WITHIN THIS AGREEMENT WILL BE PAID TO FGD NO LATER THAN THE 1ST DAY OF APRIL, 2016.

DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
SPONSOR SIGNATURE

\_\_\_\_\_  
PRINTED NAME

DAWN TRUJILLO  
SPONSORSHIP CHAIR  
FLAMING GORGE DAYS, INC.  
(307) 875-6986 / (307) 870-6987

MAIL TO: FLAMING GORGE DAYS, INC.  
P.O. BOX 867  
GREEN RIVER, WY 82935

OR FAX TO DAWN TRUJILLO AT: 307-875-4300

# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: <b>April 5th, 2016</b>	Presenters Name: <b>Beth Whitman</b>
Department or Organization: <b>SW-WRAP</b>	Contact Phone and E-mail: <b>307-875-2196</b>
Exact Wording for Agenda: Proclamation for County Mayor and County Recognition Day for National Service	Preference of Placement on Agenda & Amount of Time Requested for Presentation: <b>10 Minutes</b>
Will there be Handouts? (If yes, include with meeting request form) No	Will handouts require SIGNATURES: <b>Proclamation</b>
<b>Additional Information:</b>	
SW-WRAP along with many other organizations utilize VISTA and Senior Corps members	
to engage in capacity building programs and projects throughout the county to help us fight poverty in Sweetwater County.	
This proclamation is to name April 5th, 2016 as Sweetwater County's Day of Recognition for National Service.	

### INSTRUCTIONS:

- All requests to be added to the agenda will need to be submitted in writing on the "Meeting Request Form" by Wednesday at 12:00 p.m. prior to the scheduled meeting and returned in person or electronically to Clerk Sally Shoemaker at: [shoemakers@sweet.wy.us](mailto:shoemakers@sweet.wy.us)
- All handouts must accompany the meeting request form by Wednesday at 12:00 p.m. prior to the scheduled meeting date. ***\*\*If your handout is not accompanied with the request to be added to the agenda, your request will be dismissed and you may reschedule for the next meeting provided the handout(s) are received.\*\****
- Any documents requiring **Board Action** or **signature** are considered agenda items and need to be requested in the same manner.
- All **original** documents requesting action or signature must be submitted to Deputy County Clerk Vickie Eastin. However, a **copy** must be submitted to Sally Shoemaker for distribution of the packet and retention.
- As always, if you are unable to attend the meeting after being placed onto an agenda, please send a representative in your place or your item will be rescheduled.
- In order to determine placement on the agenda, please review the county website ([www.sweet.wy.us/commissioner](http://www.sweet.wy.us/commissioner)) on Thursday afternoon.
- If a request to be placed on an agenda is received **AFTER** the deadline, you will be considered for the next meeting date.
- No handout will be received during a meeting in session.

# SWEETWATER COUNTY RECOGNITION DAY FOR NATIONAL SERVICE PROCLAMATION

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation's counties are increasingly turning to national service and volunteerism as a cost-effective strategy to meet their needs; and

WHEREAS, VISTA, AmeriCorps, and Senior Corps participants address the most pressing challenges facing our communities, from educating students for the jobs of the 21st century and supporting veterans and military families to providing health services and helping communities recover from natural disasters; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, VISTA, AmeriCorps and Senior Corps participants serve in more than 50,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

WHEREAS, national service participants increase the impact of the organizations they serve, both through their direct service and by managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, national service participants demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the Corporation for National and Community Service shares a priority with county officials and mayors nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National League of Cities, National Association of Counties, Cities of Service, and mayors and county officials across the country for the Mayor and County Recognition Day for National Service on April 5, 2016.

THEREFORE, BE IT RESOLVED that the Sweetwater County Commissioners, do hereby proclaim April 5, 2016, as

National Service Recognition Day

And encourage residents to recognize the positive impact of national service in our city; to thank those who serve; and to find ways to give back to their communities.

THE BOARD OF COUNTY COMMISSIONERS OF  
SWEETWATER COUNTY, WYOMING

---

Wally J. Johnson, Chairman



\_\_\_\_\_  
John K. Kolb, Member

\_\_\_\_\_  
Don Van Matre, Member

ATTEST:

\_\_\_\_\_  
Randal M. Wendling, Member

\_\_\_\_\_  
Steven Dale Davis, County Clerk

\_\_\_\_\_  
Reid O. West, Member

\*\*\*\*\*



## Join Us on April 5, 2016!

Every day, in counties and cities across America, national service is tackling tough problems and strengthening communities. On April 5, 2016, county officials and mayors across the country will thank those who serve and recognize their impact on the Mayor and County Recognition Day for National Service.

The nation's cities and counties are increasingly turning to national service as a cost-effective strategy to address local challenges. By unleashing the power of citizens, AmeriCorps and Senior Corps programs have a positive and lasting impact, making our communities better places to live. The initiative is being led by the National League of Cities, the National Association of Counties, Cities of Service, and the Corporation for National and Community Service (CNCS).

### MAYOR and COUNTY Recognition Day for National Service



#### National Service: A Local Resource

As the federal agency for national service and volunteering, CNCS annually engages five million citizens in service at more than 60,000 sites across the country. Through AmeriCorps (including VISTA and NCCC), Senior Corps (including Foster Grandparents, Senior Companions, and RSVP), the Social Innovation Fund, and other programs, CNCS leverages federal and private funds to support organizations that achieve measurable results where the need is greatest. Whether supporting food banks and homeless shelters, restoring parks, providing health services, strengthening public safety and juvenile justice services, tutoring and mentoring students, and managing community volunteers, national service members help county officials and mayors tackle tough problems.

#### Why a City and County Recognition Day?

County and city governments have a broad range of responsibilities to their residents, which matches CNCS's mission to improve lives, strengthen communities and foster civic engagement. A coordinated recognition day presents a unique opportunity to spotlight the key role that national service plays in helping counties solve problems. Participating in the day will highlight the impact of citizen service, show support for nonprofit and national service groups, and inspire more residents to serve in their communities.

## What Happened Last Year?

On April 7, 2015, the third annual Recognition Day for National Service united mayors, and for the first time, county officials across the country to spotlight the impact of national service and honor those who serve. Altogether, 2,786 county officials and mayors in all 50 states and the District of Columbia, Guam, and Puerto Rico officially recognized the work that AmeriCorps members and Senior Corps volunteers are doing to make cities better and stronger. Together, these elected officials represent more than 150 million citizens, or nearly half of the population.

## What are the Goals of the Day?

- Highlight how county officials and mayors use national service to solve their local challenges
- Thank national service members for their commitment and impact
- Build public awareness about the value and impact of national service to the nation's cities and counties
- Highlight the role that national service plays in managing volunteers to focus and amplify their impact
- Provide opportunities for county officials and mayors to communicate about the impact of national service to national policymakers
- Generate press coverage and online discussion about county officials and mayors supporting service

## Who Can Participate?

Mayors, county officials, county board chairs, tribal leaders, or other head officials of counties and cities of any size.

## How Can We Help?

CNCS offers a variety of resources that can help county officials and mayors learn about national service and volunteering in their jurisdictions and expand the impact of volunteering by their residents:

- Each year, CNCS produces State Profiles that list all national service funding, projects, and participants in every state. CNCS also will produce county and city profiles on demand for those participating in the Recognition Day for National Service. To receive your profile, contact the CNCS Director in your state. A list is here: [nationalservice.gov/state-offices](http://nationalservice.gov/state-offices).
- CNCS also produces the annual Volunteering and Civic Life in America report, the most comprehensive data on volunteering ever assembled. Visit [volunteeringinamerica.gov](http://volunteeringinamerica.gov).

## How Can County Officials and Mayors Get Involved?

County officials and mayors are encouraged to hold a public event, issue a proclamation, and use media to highlight the impact of national service. Here are several ways county officials and mayors can participate:

- Announce your county/city is becoming an Employer of National Service ([nationalservice.gov/employers](http://nationalservice.gov/employers))
- Issue a proclamation naming April 5 as Recognition Day for National Service
- Visit national service programs or projects in order to highlight their value to the county/city
- Invite national service programs to a public roundtable to discuss how they address county/city problems
- Issue a press release or report on the scope and impact of national service in your county/city
- Serve with a national service program as a "member" for a day to highlight their important work
- Use Twitter, Facebook, and other social media to thank national service members in your community
- Write an op-ed about the unique contributions of national service your county/city
- Take a group photo with all national service members in your county/city

## Where Can I Learn More?

To learn more or register to participate, go to [NationalService.gov/RecognitionDay](http://NationalService.gov/RecognitionDay) or contact Tess Mason-Elder, Office of Government Relations, 202-606-6873 or [tmason-elder@cns.gov](mailto:tmason-elder@cns.gov). You can also contact the CNCS Director in your state, whom you can find here: [nationalservice.gov/state-offices](http://nationalservice.gov/state-offices).

The Corporation for National and Community Service is the federal agency that engages five million Americans in service through our AmeriCorps, Senior Corps, Social Innovation Fund, and other programs, and leads President's national call to service initiative, United We Serve. For more information, visit [NationalService.gov](http://NationalService.gov).

# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: <b>April 5, 2016</b>	Presenters Name: <b>Garry McLean, Brian Carter</b>
Department or Organization: Human Resources, Diversified Insurance Group	Contact Phone and E-mail: <b>872-3910</b>
Exact Wording for Agenda: Health Insurance discussion	Preference of Placement on Agenda & Amount of Time Requested for Presentation: <b>30 min.</b>
Will there be Handouts? (If yes, include with meeting request form) no- Diversified will handout during the meeting	Will handouts require SIGNATURES: <b>no</b>
Additional Information:	

### INSTRUCTIONS:

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# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: <del>4-5-16</del> 4-5-16	Presenters Name: Memorial Hospital Board of Trustees
Department or Organization: MHSW County	Contact Phone and E-mail: 870-5270 (Artis Kalivas)
Exact Wording for Agenda: Memorial Hospital of SWC update	Preference of Placement on Agenda & Amount of Time Requested for Presentation: 30 min - last <sup>rem</sup> of the day
Will there be Handouts? (If yes, include with meeting request form) No	Will handouts require SIGNATURES: no
Additional Information:	
email Cindy Nelson cc- Artis.	

### INSTRUCTIONS:

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