

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

The Teton County Board of Commissioners met in regular meeting on **June 15, 2021** in the Commissioners Chambers located at 200 S. Willow in Jackson. The meeting was called to order at 9:01 a.m. and the Pledge of Allegiance was recited.

**ROLL CALL**

County Commission: Luther Propst, Vice-Chairman, Mark Barron, Mark Newcomb and Greg Epstein were present. Natalia Macker, Chairwoman, was absent and Commissioner Propst chaired the meeting.

**ADOPTION OF AGENDA**

A motion was made by Commissioner Epstein and seconded by Commissioner Barron to adopt today's agenda as presented. Vice-Chairman Propst called for the vote. The vote showed all in favor and the motion carried.

**MINUTES**

A motion was made by Commissioner Newcomb and seconded by Commissioner Barron to approve the 5-24-21, 5-25-21 and 6-1-21 minutes. Vice-Chairman Propst called for the vote. The vote showed all in favor and the motion carried.

**CONSENT AGENDA**

A motion was made by Commissioner Barron and seconded by Commissioner Epstein place the following Matters from Staff on a Consent Agenda:

1. Consideration of Rendezvous Land Conservancy Hold Harmless Agreement – **CONTINUED FROM JUNE 1, 2021**
4. Consideration of a Contract with the WY Department of Health for Public Health Emergency Preparedness and Response Services
5. Consideration of a Contract with the WY Department of Health for Crisis Response Funding
6. Consideration of a FY2022 Grant Agreement with the Brinson Foundation for Integrated Solid Waste and Recycling
7. Consideration of a Contract with Jackson Curbside Recycling for Post Office Recycling Collection
8. Consideration of Contract Award for the 2021 Teton County Chip Seal Project
9. Consideration of Contract Award for the 2021 Teton County Road Dust Control Project
10. Consideration of Notice of Award and Contract for the 3 Creek Pathway Repair Project
13. Consideration of Charter Communications Utility Easement at Mercill Building
14. Consideration of an Informal Bid and Award for an Ultra-Low Temperature Vaccine Freezer for COVID-19 Response 15.
15. Consideration of an Employee Referral Program Policy
16. Consideration to Approve 2021 Annual Operating Plan for Wildland Firefighting Agreements
17. Consideration of Contract for HR/IT Training
18. Consideration of a Contract for Medical Services at the Teton County Jail

Vice-Chairman Propst called for a vote. The vote showed all in favor and the motion carried.

A motion was made by Commissioner Barron and seconded by Commissioner Epstein to approve the items on the Consent Agenda with the motion as stated in their respective staff report. Vice-Chairman Propst called for the vote. The vote showed all in favor and the motion carried.

**MATTERS FROM COMMISSION AND STAFF**

- 1. Consideration of Rendezvous Land Conservancy Hold Harmless Agreement – CONTINUED FROM JUNE 1, 2021**

To approve the signing of the Indemnification and Hold Harmless Agreement with Rendezvous Lands Conservancy to be effective June 1, 2021 through September 30, 2021

- 4. Consideration of a Contract with the WY Department of Health for Public Health Emergency Preparedness and Response Services**

To approve the Contract between the Wyoming Department of Health, Public Health Division and Teton County for Public Health Emergency Preparedness and Response services for the period July 1, 2021 – June 30, 2022

- 5. Consideration of a Contract with the WY Department of Health for Crisis Response Funding**

To Contract along with a new Attachment A-1 that replaces the previous Attachment A so as to define the newly added changes to the responsibilities of Teton County

- 6. Consideration of a FY2022 Grant Agreement with the Brinson Foundation for Integrated Solid Waste and Recycling**

To approve the grant agreement with the Brinson Foundation for a FY2022 grant for ISWR in the amount of \$30,000

- 7. Consideration of a Contract with Jackson Curbside Recycling for Post Office Recycling Collection**

To approve the award of bid and contract to Jackson Curbside Recycling for the collection of post office paper recyclables for FY22 and FY23, with a total contract cost of \$46,844

**8. Consideration of Contract Award for the 2021 Teton County Chip Seal Project**

To approve the 2021 Teton County Road Chip Seal Project with Evans Construction Company in the amount of \$708,470

**9. Consideration of Contract Award for the 2021 Teton County Road Dust Control Project**

To approve the 2021 Teton County Road Dust Control Project with Avail Valley Construction - WY in the amount of \$171,666.00

**10. Consideration of Notice of Award and Contract for the 3 Creek Pathway Repair Project**

To approve Notice of Award to Westwood Curtis Construction, Inc. for repairs to the Three Creek Pathway in the amount not-to- exceed \$437,830, as well as the Owner/Contract Agreement once all submittals have been received and approved.

**13. Consideration of Charter Communications Utility Easement at Mercill Building**

To approve the granting of the Telecommunications Easement to Charter Communications at 105 Mercill Ave., Jackson, Wyoming

**14. Consideration of an Informal Bid and Award for an Ultra-Low Temperature Vaccine Freezer for COVID-19 Response 15.**

To award the informal bid and to approve the purchase of a So-Low Vaccine Freezer Model MV85-2 from Environmental Equipment in the amount of \$6,790.00

**15. Consideration of an Employee Referral Program Policy**

To approve the Employee Referral Program Policy, effective immediately

**16. Consideration to Approve 2021 Annual Operating Plan for Wildland Firefighting Agreements**

To approve the 2021 Wildland Fire Management Annual Operating Plan

**17. Consideration of Contract for HR/IT Training**

To approve the agreement with KnowBe4 for security awareness training and phishing email protection in the amount of \$6,312.50

**18. Consideration of a Contract for Medical Services at the Teton County Jail**

To approve the Agreement for Medical Services at the Teton County Jail with Kenneth C. Tubbs, M.D. LLC

**DIRECT CORRESPONDENCE**

1. Wyoming Department of Transportation 5/25/2021 email regarding Comments Regarding Jackson/Teton County Integrated Transportation Plan
2. Sandy Shuptrine 5/27/2021 email regarding Game Creek Road Concerns
3. Heidi Leeds 5/27/2021 email regarding 390 Speed Enforcement
4. Jenny Carr 5/27/2021 email regarding Hoback Fire Station Boundary Adjustment Proposal
5. Wyoming Department of Transportation 5/28/2021 letter regarding WY22 Speed Study Comments
6. Jake Schell 5/28/2021 email regarding Proposed Buffalo Valley Water District Budget
7. Sye Lurie 5/28/2021 email regarding Water Resources Management Specialist Comments
8. David Landes 5/30/2021 email regarding Water Quality Expert
9. Phil Leeds 5/31/2021 email regarding Water Quality Expert
10. Gigi Halloran 5/31/2021 email regarding Northern South Park
11. Geneva Chong 5/31/2021 email regarding Ecosystem Stewardship
12. Cathy Barr 5/31/2021 email regarding Fish Creek and Water Concerns
13. Joe Cranston 5/31/2021 email regarding Snake River Sporting Club Proposed Budget
14. Emily Hagedorn 5/31/2021 email regarding Teton Conservation District's Draft Budget
15. Remy Levy 6/1/2021 email regarding Water Quality
16. Jack Nunn 6/1/2021 email regarding Water Quality Expert
17. Wyoming Department of Transportation 5/28/2021 email regarding Speed Study WY22
18. Cassie Hopkins 6/1/2021 email regarding Water Quality and Appreciation
19. Reynolds Pomeroy 6/1/2021 email regarding Water Quality Director - Comments
20. Deb Barracato 6/1/2021 email regarding Proposed FY22 Budget - Flat Creek Watershed Improvement District
21. Thomas Hogan 6/1/2021 email regarding 390 Speed Study Comments
22. Deb Barracato 6/1/2021 email regarding Flat Creek Watershed Improvement District Contact List
23. Skyline Ranch ISD 6/1/2021 email regarding Proposed Budget - Skyline Ranch ISD
24. William Hayes 6/3/2021 email regarding Funds for Traffic Enforcement
25. Frances H. Clark 6/3/2021 email regarding Ecological Stewardship Comments
26. Lori Iverson 6/4/2021 email regarding Fire Prevention
27. Chelsea Carson 6/4/2021 email regarding Letter Regarding Ecosystem Stewardship
28. Ian Johnston 6/4/2021 email regarding Housing Situation in Jackson
29. Kevin Krasnow 6/7/2021 email regarding Ecosystem Stewardship
30. Lewis Miller 6/7/2021 email regarding Ecosystem Stewardship
31. Nikki Gill 6/7/2021 email regarding Northern South Park
32. Mark Hershberger 6/7/2021 email regarding Highway 22 Planning
33. Chi Melville 6/8/2021 email regarding Link to Article Regarding Tax-Bracket Vs Housing Issues

**PUBLIC COMMENT**

There was no public comment.

**MATTERS FROM COMMISSION AND STAFF**

## 2. Consideration of CMAR Contract for Courthouse

Paul Cote, Facilities Manager, presented to the Board for consideration of approval a proposal to hire a Construction Manager at Risk (CMAR) for Teton County Courthouse (TCCH) projects.

Teton County currently has 2 major and 2 smaller projects in the design phase for upgrades at the TCCH:

1. Envelope Upgrades. Replacement of siding, windows, and roofing; installation of additional insulation, and installation of new siding, windows, and roofing. Design expenses have been provided from the Energy Mitigation Program (EMP) funding.
2. Secure lobby, north entry vestibule addition, and security and IT upgrades. This includes construction of a new main lobby entrance incorporating blast, ballistic, and ramming security features; Secure north entry vestibule incorporating security features for Courthouse staff entering and exiting the TCCH, as well as facilitating inmate transfers; and upgrades to surveillance systems, alarm, and notification systems, and supporting IT systems.
3. The BCC approved additional design change orders for an IT room and modifications to the south sallyport/garage to an office area on June 1, 2021.

There was no public comment.

A motion was made by Commissioner Barron and seconded by Commissioner Epstein to approve the contract for preconstruction and construction phase CMAR services in the amount of \$45,280.00 for preconstruction and \$579,810.00 for construction for the TCCH projects with Hogan Construction. Vice-Chairman Propst called for a vote. The vote showed all in favor and the motion carried.

## 3. Consideration of EMP Funds for CMAR Contract at TCCH

Paul Cote, Facilities Manager, presented to the Board for consideration approval to utilize Energy Mitigation Program (EMP) funds for Construction Manager at Risk (CMAR) services for the Teton County Courthouse (TCCH).

Facilities requests that \$30,000.00 of Energy Mitigation Program funds be utilized to pay for CMAR services related to pre-construction services for envelope improvements at the TCCH.

There was no public comment.

A motion was made by Commissioner Barron and seconded by Commissioner Epstein to approve the EMP funding request for the portion of the courthouse CMAR contract with Hogan Construction attributable to improving energy performance in the amount \$30,000.00. Vice-Chairman Propst called for a vote. The vote showed all in favor and the motion carried.

## 11. Consideration of Amendment #1 to the Contract with Riverwind Foundation for RRR Business Leaders

Heather Overholser, Director of Public Works, presented to the Board for consideration of approval Amendment #1 to the Contract with the Riverwind Foundation to extend the agreement to conduct administrative duties for the RRR Business Leaders Program (RRRBL).

Services include waste audits, information sharing, monthly reporting, enrollment of new members, rebranding, and development of new materials and events, efforts which increase the reach and success of the RRRBL program. The RRRBL program was developed and managed by Integrated Solid Waste and Recycling (ISWR) staff and the RRR advisory committee.

The collaborative approach to the RRRBL program yields greater results than what ISWR could achieve alone with current staffing. Continuing the ISWR/Riverwind Foundation partnership will allow the RRRBL program to attain additional memberships, expand RRRBL program reach and increase communication with existing members.

There was no public comment.

A motion was made by Commissioner Barron and seconded by Commissioner Epstein to approve Contract Amendment #1 to the Agreement with the Riverwind Foundation for RRR Business Leader Program Collaboration in the amount of \$9,000 for Fiscal Year 2022. Vice-Chairman Propst called for a vote. The vote showed all in favor and the motion carried.

## 12. Consideration to Approve Fire Station 1 Change Order #27

Brady Hansen, Fire Chief, presented to the Board for consideration of approval Change Order #27 for Low Voltage Wiring of \$91,974.93 for Fire Station 1. Fire Station 1 requires low voltage wiring for building automation, access security, phone, ethernet, intercom and alert.

There was no public comment.

A motion was made by Commissioner Epstein and seconded by Commissioner Newcomb to approve Fire Station 1 change order #27 and approve the associated use of project contingency funds in the amount of \$91,974.93. Vice-Chairman Propst called for a vote. The vote showed all in favor and the motion carried.

## MATTERS FROM PLANNING AND DEVELOPMENT

2. **Permit:** BDJ2021-0001 – **CONTINUED FROM JUNE 1, 2021**  
**Applicant:** KEITH'S COVE II, LLC & MORAN HOLE LLC C/O STOLTZ REAL ESTATE PARTNERS  
BURT HERON HOLDINGS, LLC  
**Presenter:** Chandler Windom  
**Request:** A Boundary Adjustment, pursuant to Section 8.5.5 of the Teton County Land Development Regulations to re-configure Lots 56 and 57 in Crescent H Guest Ranch, while also adjusting the adjacent un-platted Parcels 14 and 15.  
**Location:** Platted lots 56 & 57 of Crescent H Guest Ranch are located at 5555 & 5575 W Cutthroat Trout Road. They are zoned Planned Unit Development-Rural 2. The adjacent un-platted parcels have PIDN(s) of 22-40-17-03-2-00-006, 22-41-17-34-3-00-018 and 22-41-17-34-3-00-019.

These parcels are zoned Rural-1. All properties are within the Natural Resources Overlay and are 2 miles south of downtown Wilson.

Chandler Windom, Senior Planner, Planning and Building Services, presented to the Board for consideration of approval a Boundary Adjustment, pursuant to Section 8.5.5 of the Teton County Land Development Regulations to reconfigure two platted lots of the Crescent H Guest Ranch Subdivision while also adjusting two adjacent unplatted parcels.

Hal Hutchinson, representing the applicant, commented on the application.

There was no public comment.

A motion was made by Commissioner Newcomb to approve BDJ2021-0001 submitted February 5th, 2021 and updated June 7th, 2021 to adjust lot lines between Lots 56 and 57 of Crescent H Guest Ranch, and the adjacent unplatted parcels 14 and 15 based the findings of Section 8.5.5 of the Teton County Land Development Regulations based on the findings below, with no conditions.

It was found that the incorrect motion was being read. The motion was withdrawn by the motion maker.

A motion was made by Commissioner Newcomb and seconded by Commissioner Epstein to approve BDJ2021-0001, dated February 5th, 2021 and updated June 7th, 2021, to partially vacate and replat the adjusted Lots 56 and 57 of the Crescent H Guest Ranch Subdivision 3 rd Filing and adjust the adjacent unplatted Parcels 14 & 15, based on the findings in Section 8.5.5, and the standards of Section 8.2.13.C of the Teton County Land Development Regulations as recommended by the Planning Director, and being able to make the finding pursuant to Wyoming Statute §34-12-108, that such partial vacation does not abridge or destroy any of the rights and privileges of other proprietors in Plat No. 898, and request the Teton County Clerk write "Vacate" on Lot 56 and Lot 57 of Plat No. 898 upon filing of a new plat. Vice-Chairman Propst called for a vote. The vote showed all in favor and the motion carried.

#### **MATTERS FROM COMMISSION**

- a. BUILD Grant: The Board discussed possibilities for filling the position of "Direct Grant Recipient," as that is a required designation for obtaining BUILD funding. Typically, WYDOT serves in this role, however WYDOT is currently unable to serve in that role.

Heather Overholser, Director of public works, answered questions from the Board.

The Board decided to draft a letter regarding the project.

#### **ADJOURN**

A motion was made by Commissioner Barron and seconded by Commissioner Epstein to adjourn. Vice-Chairman Propst called for a vote. The vote showed all in favor and the motion carried. The meeting adjourned at 9:34 a.m.

Respectfully submitted,  
Chalice Weichman  
Deputy County Administrative Clerk

TETON COUNTY BOARD OF COMMISSIONERS

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Natalia D. Macker, Chairwoman

ATTEST:

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Maureen E. Murphy, County Clerk