

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

The Teton County Board of Commissioners met in regular session on **April 20, 2020** in the Commissioners Chambers located at 200 S. Willow in Jackson. The meeting was called to order at 9:02am.

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

ADOPT AGENDA

A motion was made by Commissioner Epstein and seconded by Commissioner Propst to adopt the agenda as presented. Chair Macker called for a vote. The vote showed all in favor and the motion carried.

PUBLIC COMMENT

There was no public comment.

ACTION ITEMS

1. Consideration of Payment of County Vouchers

A motion was made by Commissioner Epstein and seconded by Commissioner Barron to approve the April 20, 2020 county voucher run in the amount of \$488,405.38. Chair Macker called for a vote. The vote showed all in favor and the motion carried.

2. Consideration of Administrative Items

- a. 24-Hour Liquor Permits
- b. SLIB Drawdowns
- c. Tax Corrections
- d. Human Service/Community Development Contracts for Service
- e. Special Events Permits – Applications Pending (*for informational purposes, no action taken*)
 - i. **Teton Food Tour** – July 12, 2020; Location - A bike ride along the 390 pathway from R Park to the Aspens, Snake River Ranch, and Teton Village – Bodega; Attendees – 350

3. Consideration of Proposed Outgoing Commissioner Correspondence

- a. Letter to Wyoming Game & Fish Department - Delay of Shed Antler Hunting Season in Western Wyoming

This item was put tabled to a later time in the meeting while edits were made to the letter.

EXECUTIVE SESSION

There was no executive session.

DISCUSSION ITEMS

1. Known Matters for Discussion

- A. Identify Consent Agenda

The agenda for April 20, 2020 was reviewed and items for the consent agenda were pulled.

- B. Shed Hunt

There was no discussion as it was discussed during the outgoing correspondence.

- C. Neighborhood Planning Process

Chris Neubecker, Director of Planning and Building, presented to the Board an informational memo on the process of neighborhood planning. The following reference to “neighborhood plans” or “neighborhood planning” within the 2012 Jackson/Teton County Comprehensive Plan currently in effect. “Neighborhood plans” are introduced in Policy 3.3.d to support *Principle 3.3 Manage growth predictably and cooperatively*:

*“Policy 3.3.d: Develop **neighborhood plans***

*Focused **neighborhood plans** may be developed where additional detail is necessary to implement the desired future character in a specific subarea. The Illustration of Our Vision chapter generally describes the desired character for all Character Districts, but there may be instances where implementation of certain strategies require a more detailed, design-oriented planning process for a specific subarea in order to ensure the desired future character is achieved.*

From a land use perspective, it is important for neighborhood plans in our community to address:

- Density and land use
- Affordability – Housing – Job Generation
- Project Goals and Objectives
- Market Analysis and Projected Population
- Fiscal Impacts
- Site design and general bulk and scale characteristics
- Multi-modal transportation connectivity and traffic impacts
- Community amenities and services (parks, schools, playgrounds, open space, etc.)
- Infrastructure (drinking water, sewer, drainage, electricity, etc.)
- Environmental impacts
- Implementation of Comprehensive Plan values
- Community and stakeholder engagement and participation

This item was continued to the April 21, 2020 BCC meeting under Matters from Commission.

D. Update from Courts – COVID-19

Judge Timothy Day of the Ninth District Court gave an update on the status of the courts during the COVID-19 pandemic closures. The majority of court business has been conducted remotely through video and phone hearings. They have been operating under the temporary plan issued by the Supreme Court that was extended through May 31, 2020. This plan states that all criminal and jury trials should be suspended, there should not be any in-person hearings except for a limited category of cases (emergency protection, COVID-19 proceedings, and those necessary to protect a defendant’s constitutional rights) and any other proceedings that a District Judge thinks is necessary to conduct on an in-person basis. This will be reviewed on May 20, 2020 to decide if the temporary plan should be lifted or extended.

E. County Building Closures – COVID-19

A motion was made by Commissioner Barron and seconded by Commissioner Epstein to extend the closures through April 30, 2020. Chair Macker called for the vote. The vote showed all in favor and the motion carried.

F. Budget Impacts from COVID-19 (Job Vacancies)

2. Other Matters for Discussion

- A. Heather Overholser, Director of Public Works, gave an update on the Wyoming Wildlife and Natural Resource Trust regarding help funding the Wildlife Crossings.

The meeting was recessed at 9:54am and reconvened at 10:02am.

3. Consideration of Proposed Outgoing Commissioner Correspondence (continued)

- A. Letter to Wyoming Game & Fish Department - Delay of Shed Antler Hunting Season in Western Wyoming

A motion was made by Commissioner Barron and seconded by Commissioner Newcomb to approve and send the letter with the Chairwoman’s signature and the County Clerk’s signature at the bottom. Chair Macker called for the vote. The vote showed all in favor and the motion carried.

Known Matters for Discussion (continued)

F. Budget Impacts from COVID-19 (Job Vacancies)

Melissa Shinkle, County Assessor, addressed the Board regarding the current mill levies and a proposed reduction in mill levies.

Katie Smits, County Treasurer, addressed the Board regarding the current mill levies and a proposed reduction in mill levies. Ms. Smits also discussed funds in reserves.

Sherry Daigle, County Clerk, addressed the Board regarding reserves funds.

Chair Macker brought up discussion regarding job vacancies. County Clerk Daigle, County Treasurer Smits, County Assessor Shinkle, and Alyssa Watkins, BCC Administrator addressed the Board regarding current vacancies in their offices and the Sheriff’s Office.

MATTERS FROM COMMISSIONERS

- 1. Calendar review - The Board reviewed their weekly calendars.
- 2. BCC Administrator – Alyssa Watkins, Board of County Commissioners Administrator, gave updates via email on Water Quality, Housing, Transportation, Culture of Leadership, LDRs, and Areas of Focus.
- 3. Liaison reports / Commission updates
 - A. Natalia Macker gave an update on the Human Services budget meetings.
 - B. Greg Epstein had no updates.
 - C. Mark Barron had no updates.
 - D. Mark Newcomb gave an update on the Interim Library Director and an update on the Housing Supply Board regarding the King Street project.
 - E. Luther Propst gave an update on an Economic and Re-Opening and Recovery committee through the Chamber of Commerce.

MATTERS FROM COMMISSIONERS

- A. Commissioner Epstein brought up discussion on the Childcare Baseline Inventory and Needs Assessment.
- B. Commissioner Newcomb brought up discussion on restaurants with liquor license and take out sales.

WORKSHOPS

ADJOURN

A motion was made by Commissioner Newcomb and seconded by Commissioner Barron to adjourn. Chair Macker called for the vote. The vote showed all in favor and the motion carried. The meeting adjourned at 11:05am.

Respectfully submitted,
Shelley Fairbanks
Deputy County Clerk

TETON COUNTY BOARD OF COMMISSIONERS

Natalia D. Macker, Chair

Greg Epstein, Vice-Chair

Mark Barron

Mark Newcomb

Luther Propst

ATTEST:

Sherry L. Daigle, County Clerk

**TETON COUNTY CLERK'S OFFICE
04-20-2020 WARRANTS**

Warrant Number	Name	Amount
388952	ACE HARDWARE	2,500.78
388953	AIRGAS USA LLC	233.86
388954	ALBERTSONS/SAFEWAY	34.06
388955	ALPHAGRAPHICS	1,411.25
388956	ALTA PLANNING & DESIGN INC.	23,260.27
388957	ANDREW SALTER & MICHELE GAMMER	8,000.00
388958	ARCHITECTURAL BUILDING SUPPLY	570.00
388959	ASPEN AUTOMOTIVE/NAPA	244.10
388960	BLUE SPRUCE CLEANERS, INC.	14.35
388961	BOBBI CLAUSON	26.97
388962	BONNEVILLE COUNTY SOLID WASTE	85,069.92
388963	BOUND TREE MEDICAL, LCC	21.79
388964	BREAKFAST ROTARY CLUB	175.00
388965	CALDER RICHARDS CONSULTING ENGINEER	3,135.00
388966	CDW GOVERNMENT, INC.	1,294.36
388967	CENTURYLINK	1,451.03
388968	CLARKS' BROADWAY AUTO PARTS, LLC	804.42
388969	COLLEGE OF AGRICULTURE	26,392.48
388970	COMMUNITY ENTRY SERVICES	4,167.00
388971	CODY HOSTETTER	170.00
388972	COPRO EFP LLC	2,568.32
388973	COPY WORKS LLC	110.00
388974	COMMUNITY SAFETY NETWORK	3,666.66
388975	CURRAN-SEELEY FOUNDATION	4,952.25
388976	DELCON, INC	1,649.00
388977	ELISABETH M. W. TREFONAS	2,480.00
388978	BRENT BLUE DBA EMERG-A-CARE	611.00
388979	E.R. OFFICE EXPRESS INC.	126.02
388980	EVANS CONSTRUCTION, INC.	1,287.00
388981	FC EXCAVATION LLC	620.50
388982	FLAT CREEK SADDLE SHOP	148.50
388983	GALLS, LCC	97.00
388984	GREG EPSTEIN	60.00
388985	HARRIS MOUNTAIN WEST LLC	450.00
388986	HARRIS MOUNTAIN WEST-IDAHO	1,303.90
388987	HIGH COUNTRY LINEN SUPPLY LLC	4,251.72
388988	HUNT CONSTRUCTION, INC.	12,257.50
388989	INDIAN CREEK ENTERPRISES LLC	1,400.00
388990	JACKSON LUMBER	115.49
388991	JACKSON PAINT & GLASS, INC.	317.31

388992	JENNIFER REDFIELD	52.50
388993	JH20 WATER CONDITIONING & FILTRATIO	211.50
388994	JH COMMUNITY COUNSELING CENTER	480.00
388995	JH HIST.SOCIETY AND MUSEUM	23,986.75
388996	JORGENSEN ASSOCIATES PC	455.00
388997	KARNS STREET CONDO ASSOC	950.00
388998	KENNON C.TUBBS, MD LLC	16,516.00
388999	KLINE LAW OFFICE PC	3,928.50
389000	KMTN THE MOUNTAIN	600.00
389001	LASER XPRESS	414.99
389002	LILY SULLIVAN	42.01
389003	LOWER VALLEY ENERGY	1,382.12
389004	LOWER VALLEY ENERGY	30,824.76
389005	LUIS CABRERA	650.00
389006	LUTHER PROPST	60.00
389007	MARK FISHMAN	36.00
389008	MAURENE GUSTAFSON	45.44
389009	MCKESSON MEDICAL SURGICAL	254.31
389010	MERIDIAN ENGINEERING P.C.	3,656.20
389011	MOTOROLA SOLUTIONS INC.	18,000.00
389012	MUNICIPAL EMERGENCY SERVICES	2,787.78
389013	MOUNTAIN WEST ELECTRICAL SERVICES	49,230.00
389014	NATIONAL BUSINESS FURNITURE LLC	758.00
389015	NAVITUS HEALTH SOLUTIONS, LLC	23,699.19
389016	NATALIA D. MACKER	60.00
389017	ON GRADE BLADE SERVICE, LLC	4,680.00
389018	PORTERS OFFICE PRODUCTS	94.78
389019	QUICK MED CLAIMS LLC	4,759.45
389020	RIDGELINE EXCAVATION INC.	23,160.00
389021	ROCKY MOUNTAIN COMPETITIVE SOLUTION	385.47
389022	ROCKY MOUNTAIN OILFIELD WAREHOUSE	106.97
389023	R&S NORTHEAST	531.83
389024	SANDRA ZENDER	450.00
389025	SERVPRO OF IDAHO FALLS	250.00
389026	SHELLEY FAIRBANKS	52.50
389027	SILVER STAR COMMUNICATIONS	97.74
389028	SMITHS CUSTOMER CHARGES	182.90
389029	STAPLES ADVANTAGE	109.65
389030	STOTZ EQUIPMENT	1,271.73
389031	ST JOHN'S HEALTH	735.99
389032	ST. JOHN'S MEDICAL CENTER	9,337.00
389033	STRYKER SALES CORPORATION	751.33
389034	TETON COUNTY CIRCUIT COURT	110.00
389035	TCSAR FOUNDATION	127.88
389036	TETON COUNTY TREASURER	5,470.00
389037	TETON COUNTY TRANSFER STATION	256.00
389038	TETON COUNTY TREASURER	7,414.58
389039	TERRA FIRMA ORGANICS, INC.	130.00
389040	TETON MEDIA WORKS INC.	584.52
389041	TETON YOUTH & FAMILY SERVICES	27,513.41
389042	THOMSON REUTERS-WEST	1,303.98
389043	TIAA COMMERCIAL FINANCE INC	230.63
389044	TOWN OF JACKSON	335.88
389045	TOWN OF JACKSON	723.91
389046	TOWN OF JACKSON	784.60
389047	TOWN OF JACKSON	12,317.54
389048	TROY'S DIESEL & EQPT REPAIR INC	115.00
389049	TURF EQUIP. & IRRIGATION,INC	30.00
389050	TETON VALLEY TRAILS & PATHWAYS INC.	444.00
389051	UNICAD INC.	900.00
389052	LOCAHAN LLC dba VALLEY OFFICE SYST	341.77
389053	VERMONT SYSTEMS INC	30.20
389054	VERIZON WIRELESS	117.29

389055	VISA	1,819.94
389056	WELLS FARGO VENDOR FINANCIAL SRVCS	76.62
389057	WEST BANK SANITATION	1,480.89
389058	WESTERN STATES EQUIPMENT	126.87
389059	WHITE GLOVE PROFESSIONAL CLEANING	340.47
389060	WIMACTEL INC	77.00
389061	WILSON SEWER DISTRICT	216.00
389062	WYOMING STATE TREASURER	159.49
389063	XEROX CORPORATION	383.25
389064	XEROX CORPORATION	400.13
389065	ZOLL MEDICAL CORPORATION	556.33