

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

The Teton County Board of Commissioners met in regular session on **March 16, 2020** in the Commissioners Chambers located at 200 S. Willow in Jackson. The meeting was called to order at 9:07am.

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

ADOPT AGENDA

A motion was made by Commissioner Newcomb and seconded by Commissioner Barron to adopt the agenda with the following changes:

TO ADD: Action Item: County Declaration of Emergency

TO ADD: Action Item: Affirmation of County Health Officer's Orders for Large Gatherings

TO ADD: Action Item: Authorities for START Service

TO ADD: Action Item: Pole, Pedal, Paddle Event

TO ADD: Action Item: Update to County Policy

TO REMOVE: Workshop on Human Services Plan Final Draft

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 Barron and seconded by Commissioner Epstein to approve the March 16, 2020 county voucher run in the amount of \$433,094.72 and an interfund transfer in the amount of \$790,068.55. Chair Macker called for a vote. The vote showed all in favor and the motion carried.

2. County Declaration of Emergency on COVID-19

Keith Gingery, Deputy County Attorney, presented to the Board County Declaration of Emergency in relation to the COVID-19 (Coronavirus) pandemic. The World Health Organization declare the Coronavirus as a worldwide pandemic as of March 11, 2020. The President of the United States declared a national emergency on March 13, 2020. Mark Gordon, the Governor of the State of Wyoming, declared a State of Emergency for the State of Wyoming on March 13, 2020. Wyoming has three confirmed cases of COVID-19, two in Sheridan County and one in Fremont County. Teton County enacted its Emergency Operations Plan and have activated the Teton County Emergency Operations Center on March 11, 2020.

There was no public comment.

A motion was made by Commissioner Newcomb and seconded by Commissioner Barron to approve the Teton County Board of County Commissioners Resolution for Teton County Emergency Declaration Regarding Coronavirus Pandemic. Chair Macker called for a vote. The vote showed all in favor and the motion carried.

3. Teton District Health Officer's Order

Keith Gingery, Deputy County Attorney, presented to the Board the Teton District Health Officer Public Health Order #20-1, an Order forbidding large gatherings over 50 people within Teton County, Wyoming including the City of Jackson, Wyoming. This Order does not apply to schools, grocery stores, the Jackson Hole Airport, or the hospital, and the District Health Officer may grant exceptions on a case by case basis after evaluating the request. This Order shall remain in effect until such time as the Teton District Health Officer issues an Order revoking or modifying this Order.

There was no public comment.

A motion was made by Commissioner Newcomb and seconded by Commissioner Barron stating the Board has reviewed and affirmed the Order forbidding large gatherings over what is now 50 people within Teton County, Wyoming, including the City of Jackson, Wyoming, with the edits as prescribed by the State Health Officer Dr. Harrist. Chair Macker called for a vote. The vote showed all in favor and the motion carried.

4. Authorities for START Services

Keith Gingery, Deputy County Attorney, presented to the Board the request to authorize the Town Manager and START Director to "right-size" the level of services for each START business line in response to cancellations and closures due to the COVID-19 pandemic.

There was no public comment.

A motion was made by Commissioner Barron and seconded by Commissioner Newcomb that during the Coronavirus emergency, the START Board does not need to obtain approval from the Board of County Commissioners to make service level changes resulting from the COVID-19 pandemic and affirm the actions of the START Board to delegate its authority to the Town Manager and Transit Director. Chair Macker called for a vote. The vote showed all in favor and the motion carried.

5. Consideration of the Pole, Pedal, Paddle Event

The Board of County Commissioner's Administrator previously issued a compliance certificate for the Pole, Pedal, Paddle scheduled for April 4, 2020. If they were to apply today, the Special Events Permit would not be issued.

There was no public comment.

A motion was made by Commissioner Barron and seconded by Commissioner Newcomb to direct the administrator to revoke the certificate of compliance for Pole, Pedal, Paddle on April 4th. Chair Macker called for a vote. The vote showed all in favor and the motion carried.

6. County Employee Policy Updates

Julianne Fries, Director of Human Resources, presented to the Board the Infectious Disease Policy that is applicable for the COVID-19 outbreak and will be called the COVID-19 Policy. This is in effect for the Declaration of Emergency for the COVID-19 and will end when the Declaration of Emergency is removed. This policy covers general practices in the workplace and limiting travel and temporary telecommuting. This temporary policy will be called the COVID-19 Disease Control Policy.

A motion was made by Commissioner Barron and seconded by Commissioner Newcomb to adjust our HR policies to include during the duration of the Coronavirus the Infectious Disease Control Policy. Chair Macker called for a vote. The vote showed all in favor and the motion carried.

Julianne Fries, Director of Human Resources, presented to the Board the emergency leave policy for county employees. Employees diagnosed with COVID-19 in the workplace, Workers' Comp will go into effect. Employees diagnosed outside of the workplace will need to use their leave and it designates how they should use their leave. There are a significant number of employees who would not have enough sick leave to accommodate a 2-week absence.

Melissa Shinkle, County Assessor, made comment on Sections 6-8-8 and 6-8-9 of the policy.

This item, Consideration of Approval of the Emergency Paid Leave COVID-19 Policy, will be added to the March 17, 2020 meeting agenda.

The meeting was recessed at 10:04am and reconvened at 10:10am.

7. 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)*

8. Consideration of Proposed Outgoing Commissioner Correspondence

- a. Snow King Mountain Resort On-Mountain Improvements

The Board chose to not send a letter at this time.

9. Mail Ballot for Election of Director to the Rafter J Improvement and Service District Board

A motion was made by Commissioner Newcomb and seconded by Commissioner Barron to delegate the authority to vote for the Rafter J Improvement and Service District Board representing the Board of County Commissioners to County Administrator Alyssa Watkins. Chair Macker called for the vote. The vote showed all in favor and the motion carried.

DISCUSSION ITEMS

1. Known Matters for Discussion

- A. Identify Consent Agenda

The agenda for March 16, 2020 was reviewed and items for the consent agenda were pulled.

- B. Budget Analysis Direction

The Board will bring items for discussion to the Friday, March 20, 2020 voucher meeting.

- C. Staff Response to BUILD Grant Opportunity

Alyssa Watkins, Board of County Commissioners Administrator, reported on a meeting from Friday, March 13, 2020 that was primarily focused on Stilson. There was a request from the Board for a workshop from staff during the March 20, 2020 voucher meeting.

2. Other Matters for Discussion

There were no other matters for discussion.

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, Areas of Focus, Administration Personnel, Outgoing Correspondence, BLM Parcels, Human Services Plan, and COVID-19.
3. Liaison reports / Commission updates
 - A. Natalia Macker gave an update on the Parks & Recreation mitigation plan.
 - B. Greg Epstein had no updates.
 - C. Mark Barron gave an update on JH Air and winter airline service.

D. Mark Newcomb gave an update on the Library Board’s special meeting this afternoon.

E. Luther Propst had no updates.

EXECUTIVE SESSION

There was no executive session.

WORKSHOPS

Human Services Plan Final Draft – The workshop was cancelled and will be rescheduled to a date uncertain.

MATTERS FROM COMMISSIONERS

Alyssa Watkins, Board of County Commissioners Administrator, noted there were two public comment emails received at the beginning of the meeting.

ADJOURN

A motion was made by Commissioner Barron and seconded by Commissioner Newcomb to adjourn. Chair Macker called for the vote. The vote showed all in favor and the motion carried. The meeting adjourned at 10:37am.

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
03-16-2020 WARRANTS**

Warrant Number	Name	Amount
387442	22NORDIC LLC	2,000.00
387443	LANI K MATTHEWS	438.00
387444	AIRGAS USA LLC	924.97
387445	ALBERTSONS/SAFEWAY	264.26
387446	ALPHAGRAPHICS	793.68
387447	ALYSSA WATKINS	490.24
387448	AMAZON CAPITAL SERVICES, INC.	4,966.50
387449	ANTLER INN	112.00
387450	ARCHITECTURAL BUILDING SUPPLY	115.98
387451	ASPEN AUTOMOTIVE/NAPA	79.92
387452	ASCENTIS CORPORATION	16,449.00
387453	ATS INLAND NW	5,244.00
387454	BAYER HEALTHCARE PHARMACEUTICALS IN	249.00
387455	BEN ARLOTTA	300.00
387456	BIG O TIRES	442.80
387457	BLUE SPRUCE CLEANERS, INC.	301.20
387458	BOUND TREE MEDICAL, LCC	501.77
387459	BRIAN COE	4,425.98

387460	BUEHLER ENTERPRISES	1,964.40
387461	CAR QUEST AUTO PARTS, INC.	445.94
387462	CANYON TRUCKING	897.50
387463	CENTURYLINK	765.29
387464	CHARTER COMMUNICATIONS	104.98
387465	COMMUNITY ENTRY SERVICES	4,167.00
387466	CODY HOSTETTER	340.00
387467	COMPUNET INC - LB410802	21,000.00
387468	COPY WORKS LLC	145.00
387469	COMMUNITY SAFETY NETWORK	3,666.66
387470	CUKYAHOGA COUNTY MEDICAL EXAMINER	500.00
387471	CURRAN-SEELEY FOUNDATION	7,658.25
387472	DAVID HODGES	40.00
387473	DBR, INC.	928.20
387474	DELTA DENTAL	25,557.50
387475	DEPARTMENT OF FAMILY SERVICES	10.00
387476	DELL MARKETING L.P.	6,083.07
387477	DEAN'S PEST CONTROL LLC	530.00
387478	DAKOTA JAY BLEDSOE	1,123.73
387479	DUDE SOLUTIONS INC.	24,831.50
387480	E.R. OFFICE EXPRESS INC.	454.39
387481	EXTENDO BED COMPANY, INC.	152.44
387482	GALLS, LCC	139.73
387483	GLEN OWINGS	88.55
387484	GORDON ENVIRONMENTAL PSC	15,082.50
387485	GRAINGER	3,110.14
387486	HARRIS MOUNTAIN WEST-IDAHO	12,790.96
387487	HARMONY DESIGN , INC.	2,235.00
387488	HESS D'AMOURS & KRIEGER LLC	75.00
387489	HELICOPTER EXPRESS, INC.	48,110.00
387490	HM-HANSEN MEADOWS HOA	142.59
387491	INTERN'L ASSOC OF CORONERS	200.00
387492	JACKSON LUMBER	514.74
387493	JACKSON PAINT & GLASS, INC.	403.95
387494	J. BROWER PSYCHOLOGICAL SERVICES	600.00
387495	JH20 WATER CONDITIONING & FILTRATIO	247.95
387496	JHCCC	1,621.50
387497	JACKSON HOLE SECURITY LLC	600.00
387498	JORGENSEN ASSOCIATES PC	2,152.50
387499	LASER EXPRESS	85.00
387500	LITTLE AMERICA HOTEL	6,690.20
387501	LOWER VALLEY ENERGY	20,903.66
387502	MADE IN THE SHADE BLINDS AND MORE	1,160.37
387503	MAURENE GUSTAFSON	102.00
387504	MATTHEW MEIRING	462.50
387505	MD NURSERY & LANDSCAPING INC.	1,426.25
387506	MERIDIAN ENGINEERING P.C.	2,075.25
387507	MERCK SHARP & DOHME CORP.	1,183.97
387508	MOUNTAIN ALARM/WATCHGUARD	217.50
387509	MCKESSON MEDICALSURGICAL GOVERNMENT	1,565.07
387510	NORCO INC LB 413124	20.30
387511	OFFICE ALLY	36.35
387512	OWENS LAW OFFICE, PC	225.00
387513	PLUMBING ANYTIME INC.	6,358.58
387514	PLAINSMAN PRINTING & SUPPLY	342.93
387515	PORTERS OFFICE PRODUCTS	106.77
387516	HAL JOHNSON JR-PROFESSIONAL EXPRESS	114.08
387517	PROGRAM AND POLICY INSIGHT LLC	3,535.23
387518	QUICK MED CLAIMS LLC	4,252.87
387519	RAFTER J HOMEOWNERS ASSOC	10.00
387520	ROCKY MOUNTAIN COMPETITIVE SOLUTION	554.31
387521	SANOFI PASTEUR INC.	1,082.72
387522	SCALES & TAILS UTAH	600.00

387523	SHELLEY FAIRBANKS	52.50
387524	SHANE FLUD	52.50
387525	SHERVIN'S INDEP. OIL	160.55
387526	SILVER STAR COMMUNICATIONS	97.74
387527	SMITHS CUSTOMER CHARGES	344.40
387528	STAPLES ADVANTAGE	513.23
387529	STATION 22 ACCOUNTS RECEIVABLE	30.76
387530	ST JOHN'S MEDICAL CENTER	409.77
387531	ST JOHN'S HEALTH	130.00
387532	TETON COUNTY CIRCUIT COURT	29.00
387533	TETON COUNTY LIBRARY	3,300.00
387534	TETON COUNTY TRANSFER STATION	320.00
387535	TBT, LLC	60.00
387536	TETON COUNTY CLERK	12.00
387537	TETON COUNTY TREASURER	38,037.38
387538	TETON COURIER	66.50
387539	TETON MEDIA WORKS INC.	412.18
387540	TETON YOUTH & FAMILY SERVICES	1,319.00
387541	THOMPSON-A DIVISION OF BLR	1,223.98
387542	R&L HOLDING'S INC.	600.00
387543	THE UPS STORE	13.84
387544	TIAA COMMERCIAL FINANCE INC	230.63
387545	TOWN OF JACKSON	8,462.02
387546	TOWN OF JACKSON	45.12
387547	TOWN OF JACKSON	526.78
387548	TOWN OF JACKSON	70,923.56
387549	TRANSAMERICA EMPLOYEE BENEFITS	1,694.29
387550	TRAVIS BABCOCK	170.84
387551	TREES INC.	1,000.00
387552	USDA FOREST SERVICE	305.70
387553	LOCAHAN LLC dba VALLEY OFFICE SYST	413.95
387554	VERIZON WIRELESS	1,899.95
387555	VISA	8,132.58
387556	WEST PAYMENT CENTER	1,058.40
387557	WESTERN RECORDS DESTRUCTION INC.	41.00
387558	WEST BANK SANITATION	557.55
387559	WIMACTEL INC	77.00
387560	WY BEHAVIORAL INSTITIUTE	3,211.78
387561	WYOMING DEPT OF HEALTH	648.45
387562	WYOMING PUBLIC HEALTH LABORATORY	2,064.00
387563	WYOMING TITLE & ESCROW INC.	150.00
387564	XEROX CORPORATION	2,752.53
387565	XEROX CORPORATION	400.13
387566	YELLOWSTONE LEATHER PRODUCTS INC.	122.40
387567	ZOLL MEDICAL CORPORATION	329.56