

Sublette County Hospital District Board Meeting Agenda
February 17th, 2021 – 6 pm
Marbleton Town Hall, Marbleton WY

Call to Order – Tonia Hoffman 6:00pm

Board Members in Attendance

Tonia Hoffman – Board Chair
Jamison Ziegler – Vice President
Kenda Tanner – Secretary/Treasurer
Wendy Boman – Trustee
Brendan Fitzsimmons – Trustee

Pledge of Allegiance

Set Agenda

Tonia requested that comments from Bill Kluck added under new business regarding MASA meetings
Jamison made the motion to approve the agenda, Wendy seconded the motion, unanimous approval

Executive Session

Selection of legal council

Wendy made a motion to move into executive session, Brendan seconded the motion.

Committee Reports

- Financial Committee
- Merger Committee
- Building Committee

Old Business

- *Banking Selection
- *USDA loan application status update-D. Doorn
- LaBarge Clinic update for SHD board /Dave and Tonia

New Business

- *Pursuing a line of credit
- *Stroudwater -Authorization, pending legal review
- Davis Partnership signatory form review
- *Management Partnership-next steps plan and review
 - -One more public meeting for each facility
 - -Set date for executive workshop to review surveys and compile data
- *Ball Field donations
- *PT Admin Assistant discussion (Jamison)
- *Construction Manager-at-Risk discussion (Jamison)

Executive session meeting minutes taken by Kenda Tanner

In executive session they have discussed the 4 options that they were presented with for legal representations. Wendy made a motion that we employ the Tom Lubnau firm out of Gillette to be our legal representation. Kenda seconded the motion, unanimous approval.

Committee Reports

- Financial Committee
Kenda deferred to old business regarding the banking selection
- Merger Committee
Tonia stated that they are waiting to approach the merge until legal council was in place. Now that legal council has been retained, she will start working on that immediately.
- Building Committee
Jamison stated that they went over construction loan because the name has changed from Dorrity Mortgage, then changed to Colliers Mortgage, and has now been changed to Stroudwater GLC. The people haven't changed as well as the process, it is just a name change.

The ditch agreement was moving forward and a conservative stance on the landscaping will be taken. There is still work to be done on specifics but Jorgensen has been working with the ditch company to get all the details worked out in the future.

Architects are ready to put out an RFP for a construction manager at risk.

Public health has been approached about their building; we want to work together with the county to get a temporary location for them. A group meeting will happen between the building committee, Janna Lee, Stephanie Lund, Matt Gaffney, Tom Noble and Billie Hamby.

Tonia stated that our intent was never to displace them but we want to make it clear to them that we will try to keep things at a minimal disruption, and they will have a voice in their space and retrofitting their needs.

Old Business

- *Banking Selection
Out of the 3 proposals from local banks, it was decided to stay with First Bank where both the RHCD and Sublette Center bank with and not change any accounts. Brendan made a motion to pursue a line of credit through first bank, Jamison seconded the motion. Kelli offered her assistance in the procurement of the loan, and the financial committee will lead the procurement of the loan. Unanimous approval
- *USDA loan application status update-D. Doorn
Dave stated that we have our appraisals complete, financial forecast complete; PAR compete, PAR and costing information has been run by Lorraine and the engineer based out of Montana.

Cost estimates are in line. The environmental report is almost complete, we are waiting on the ditch agreement to be signed to complete that. The new board needs to complete bylaws, several forms, the request for Construction Manager, and we need the management contract in place. Everything is our responsibility now to get completed to submit the application. Lorraine is ready for us to get this done and submit the application.

- LaBarge Clinic update for SHD board /Dave and Tonia
LaBarge reached out about a year ago and was wanting a clinic in LaBarge to accommodate a large Exxon project coming to the area. They received CARES act funding to update and remodel their space on main street and Dave has been working toward partnering with Kemmerer to provide providers for the clinics on a regular basis. The clinic will be billing for their services.

New Business

- *Stroudwater -Authorization
- Davis Partnership signatory form review
Jamison moved to send the David Partnership agreements and Stroudwater paperwork Lubnau for review, Wendy seconded the motion, unanimous approval.
- *Management Partnership-next steps plan and review
It was decided that the board would ask each organization the same set of questions, at three additional meetings that would be spread out over the next 3 weeks.
- *Ball Field donations
Brendan made a motion to pass along any unused equipment to the Town of Marbleton contingent on the lawyer and Town of Pinedale's approval. Kenda seconded the motion, unanimous approval.
- *PT Admin Assistant discussion (Jamison)
The board was in agreement that once a line of credit was procured, an advertisement for a part time temporary administration assistant would be placed to assist the board.
- *Construction Manager-at-Risk discussion (Jamison)
Wendy made a motion to move forward with the RFP/RFQ process for a Construction manager at risk, Jamison seconded the motion, unanimous approval.
- Bill Kluck – Update
Bill has coordinated a county meeting with MASA representatives to assist county employees and community members to procure emergency ground and flight insurance.

Wendy made a motion to adjourn at 7:30pm, Kenda seconded the motion, unanimous approval.

Tonia Hoffman – Board Chair

Date