

**PARK COUNTY BOARD OF COMMISSIONERS
MINUTES
WEDNESDAY, DECEMBER 17TH 2025
3:00 PM CALL TO ORDER**

The meeting was called to order by Chairperson Wissel. Commissioner Amy Mitchell and Commissioner Jason Gemmer, Lucas Meyer County Manager, Nate Osterberg representing John Evans, County Attorney were also present.

PLEDGE OF ALLEGIANCE

The Invocation and Pledge of Allegiance was led by Commissioner Wissel.

AGENDA APPROVAL

Mitchell motioned to approve agenda as written. Gemmer seconded, carried 3-0

CONSENT ITEMS:

.I. APPROVAL OF VOUCHERS

.II. APPROVAL OF MINUTES

Mitchell motioned to approve vouchers and minutes. Gemmer seconded, carried 3-0

Documents:

[Minutes amended 12102025.pdf](#)

[Minutes 12152025.pdf](#)

Mitchell motioned to RECESS AS BOARD OF COUNTY COMMISSIONERS AND

CONVENE AS BOARD OF HEALTH. Gemmer seconded, carried 3-0

.I. BOARD OF HEALTH – CASE #A25-0105 APPLICANT GINNIE LARSON – CONTINUED TO SPECIAL MEETING DECEMBER 22ND, 2025

Mitchell motioned to continue this agenda item until December 22nd. Gemmer seconded, carried 3-0.

Mitchell motioned to
ADJOURN AS THE BOARD OF HEALTH AND
RECONVENE AS THE BOARD OF COUNTY COMMISSIONERS. Gemmer seconded, carried 3-0.

CONSIDERATION AND/OR DECISION ON THE FOLLOWING ITEMS:

.I. APPROVE/DENY CLG GRANT NOMINATIONS PROJECT PROFESSIONAL SERVICE AGREEMENT

Documents: [CO-25-10003 PSA Pine Street Preservation AU signed.pdf](#)

Mitchell motioned to approve the CLG GRANT NOMINATIONS PROJECT PROFESSIONAL SERVICE AGREEMENT. Gemmer seconded, carried 3-0

.II. APPROVE/DENY OLD COURTHOUSE INTERIM PAY REQUEST

Documents: [25 PL 011 Old Courthouse INTERIM Pay Request.pdf](#)

Mitchell motioned to approve the OLD COURTHOUSE INTERIM PAY REQUEST. Gemmer seconded, carried 3-0

.III. APPROVE/DENY RESOLUTION ESTABLISHING THE STIPEND FOR BOCC APPOINTED BOARD VOLUNTEERS ATTENDING MEETINGS IN PERSON.

Documents: [BOCC Establishing a stipend for BOCC Appointed Boards 11-20-2025.pdf](#)

Mitchell motioned to approve the RESOLUTION ESTABLISHING THE STIPEND FOR BOCC APPOINTED BOARD VOLUNTEERS ATTENDING MEETINGS IN-PERSON. Gemmer seconded, carried 3-0

RESOLUTION #2025-035

- .IV. FORMAL ADOPTION OF THE 2026 PARK COUNTY BUDGET
 - .I. APPROVE/DENY RESOLUTION APPROVING THE 2026 FINAL BUDGET
 - .II. APPROVE/DENY RESOLUTION OF COUNTY MILL LEVY
 - .III. APPROVE/DENY RESOLUTION OF APPROPRIATION
 - .IV. APPROVE/DENY BUDGET RESOLUTION

Mitchell motioned to continue this agenda item to the December 22nd Special Meeting at 10:00am. Gemmer seconded, carried 3-0

- .V. APPROVE/DENY FINANCIAL POLICIES
 - .I. PURCHASING
 - .II. COMPANY VEHICLES
 - .III. TRAVEL
 - .IV. MEALS

Mitchell motioned to approve the PURCHASING AND TRAVEL POLICIES effective January 1, 2026 and postpone the COMPANY VEHICLES AND MEALS POLICIES to a future date when ready. Gemmer seconded, carried 3-0

.VI. APPROVE/DENY PUBLIC HEALTH PRACTICE PLANNING & LOCAL PARTNERSHIP CONTRACT SCOPE OF WORK

Mitchell motioned to approve PUBLIC HEALTH PRACTICE PLANNING & LOCAL PARTNERSHIP CONTRACT SCOPE OF WORK. Gemmer seconded, carried 3-0

- .V. APPROVE/DENY REQUEST BY SHERIFF MCGRAW TO ADD TODD COLLINS AS A NEW VENDOR

Gemmer moved to approve the REQUEST BY SHERIFF MCGRAW TO ADD TODD COLLINS AS A temporary VENDOR. Mitchell seconded, carried 3-0

PUBLIC HEARINGS

.I. CONTINUATION OF LAND USE CASE #a25-0045 JOHN LITTLEHORN

Documents: [A25-0045 Balderston BOCC Continuance Packet Redacted.pdf](#)

Shelli Yarbrough, Park County Planning, asked for a Continuance on this case.

Mitchell motioned to continue this case to January 14 at 3:00pm. Gemmer seconded, carried 3-0

.II. MINOR SUBDIVISION CASE #A25-0086- APPLICANT TODD FREEMAN

Documents: [A25-0086 BOCC-Package Redacted.pdf](#)

Shelli Yarbrough, Park County Planning, presented for Kay Wolf

Todd Freeman, Applicant was present via Zoom

There were no Public Comments in favor nor in opposition

Mitchell moved to close Public Comments. Gemmer seconded, carried 3-0

Mitchell moved to direct staff to prepare a Resolution approving CASE #A25-0086 with no conditions. Gemmer seconded, carried 3-0

.III. COMMON PLAT AMENDMENT CASE #A25-0092 – APPLICANT JACKSON KREBILL AND ASHLEY LAVALLEE

Documents: [A25-0092 Krebill BOCC Packet Redacted.pdf](#)

Shelli Yarbrough, Park County Planning, presented

Jackson Krebill, Applicant was present via Zoom

There were no Public Comments in favor nor in opposition

Mitchell moved to close Public Comments. Gemmer seconded, carried 3-0

Mitchell moved to direct staff to prepare a Resolution approving CASE #A25-0092 with no conditions. Gemmer seconded, carried 3-0

PUBLIC COMMENTS

There were none

Mitchell motioned to close Public Comments. Gemmer seconded, carried 3-0

ADJOURN

Mitchell motioned to Adjourn. Gemmer seconded, carried 3-0