

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, June 20, 2017  
Carbon County Courthouse, Rawlins, WY**

The regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, June 20, 2017 at the Carbon County Courthouse, Rawlins, WY. Attending the meeting were; Chairman John Johnson; Vice Chairman Lindy Glode; Commissioners Leo Chapman, John Espy and Sue Jones.

Chairman Johnson called the meeting to order at 9:00 a.m.

**ADDITIONS / CORRECTIONS**

There were no additions or corrections to the agenda.

**VOUCHERS**

Commissioner Chapman moved to approve the report of expenditures in the amount of \$534,443.61. Commissioner Glode seconded and the motion carried unanimously.

Commissioner Chapman moved to approve payment to Sunrise Sanitation for \$65.00. Commissioner Glode seconded and the motion carried with all voting for the motion except Commissioner Jones who abstained due to a personal conflict.

Commissioner Chapman moved to approve payment to Rawlins Automotive for \$248.87, Shively Hardware for \$685.53 and True Value of Rawlins for \$106.14 for an aggregate total of bills paid today of \$535,549.15. Commissioner Espy seconded and the motion carried with all voting for the motion except Commissioner Glode who abstained due to personal conflicts.

ALSCO, AMERICAN LINEN DIVISION	\$38.60	SHOP SUPPLIES
AMERICAN BAR ASSOCIATION	\$266.00	2017 MEMBERSHIP
AMUNDSEN ASSOCIATES, LLC	\$2,264.60	ENGINEERING SERVICES
APG MEDIA OF THE ROCKIES	\$29.00	JOB LISTING AD
BAGGS, TOWN OF	\$172.65	RENT/WATER & SEWER
BANGS, DANIELLE	\$88.95	MILEAGE/CANDY
BANK OF COMMERCE (DEBIT CARD)	\$10,360.11	VARIOUS CHARGES
BARKHURST, BYRON	\$39.60	MILEAGE
BARKHURST, RAY	\$34.80	MILEAGE
BI INC.	\$617.50	ELECTRONIC MONITORING
BOB BARKER COMPANY, INC.	\$168.22	COVERS
BRANNON, J REED	\$180.00	MILEAGE
BROWN, AMANDA	\$418.38	MEALS/MILEAGE

BUILD RITE LUMBER SUPPLY	\$118.10	SHIPPING CHARGES/BUILDING SUPPLIES
CARBON COUNTY 4-H	\$762.73	CES SUPPLIES/REGISTRATION
CARBON COUNTY LIBRARY	\$17,110.90	APR/MAY/JUN PAYROLL
CARBON COUNTY PUBLIC HEALTH	\$120.00	MEDICAL SERVICES
CARBON COUNTY TREASURER	\$2,133.56	VARIOUS CASH ITEMS
CARBON COUNTY VETERINARY HOSPITAL	\$55.30	DOG FOOD
CARBON POWER & LIGHT INC	\$1,574.29	ELECTRIC SERVICE
CARERIGHT TECHNOLOGIES, LLC	\$177.00	MONTHLY FEES
CASPER WINNELSON CO	\$201.58	BUILDING MAINTENANCE SUPPLIES
CATHEDRAL HOME FOR CHILDREN	\$22,500.00	FUNDING
CBM FOOD SERVICE	\$11,857.71	JAIL MEALS
CDW GOVERNMENT, INC.	\$11,133.60	ANNUAL CONTRACT FEES
CENTURYLINK	\$414.04	PHONE LINES
CENTURYLINK WA	\$5,553.02	PHONE LINES
COWBOY CHEMICAL	\$197.70	LAUNDRY SUPPLIES
COWBOY SUPPLY HOUSE	\$2,910.32	CUSTODIAL SUPPLIES
DAILY TIMES	\$219.24	JAIL NEWSPAPERS
DALLIN MOTORS INC	\$90.17	TAILGATE SPOILER/RIVETS
DBT TRANSPORTATION SERVICES LLC	\$4,478.53	PARTS
DEPT OF THE TREASURY	\$611.40	PCORI
DIXON, TOWN OF	\$308.00	WATER/SEWER
DJ'S	\$729.80	WINDSHIELD REPLACEMENTS
DRUMMOND REFRIGERATION LLC	\$796.01	REPAIRS
DUBOIS TELEPHONE EXCHANGE	\$787.27	PHONE LINES/INTERNET
DUSTBUSTERS, INC.	\$77,615.84	MAG CHLORIDE TREATMENT
EICHENBERGER, MELISSA	\$300.00	TRAINING FEES
EMERGENCY MEDICAL PRODUCTS, INC.	\$75.60	GLOVES
ENCAMPMENT, TOWN OF	\$85.00	WATER/SEWER
ENGSTROM, JAMES D. DDS	\$2,500.00	DENTAL SERVICES
ESRI	\$9,800.00	SOFTWARE MAINTENANCE FEES
E-Z LIFT GARAGE DOORS	\$1,470.00	GARAGE DOOR REPAIR
FASTENAL	\$25.69	FIRE MAINT & REPAIR VEHICLE
FATBEAM LLC	\$5,244.75	FIBERLINES/INTERNET
FIRST AMERICAN TITLE INSURANCE COMPANY	\$250.00	TITLE PROCESSING FEE
FLEXSHARE BENEFITS	\$4,522.59	FLEX/HRA/MEDICAL
FORSTER LANDSCAPE & CONSTRUCTION, INC.	\$80.00	SYSTEM START UP
FOX, SID	\$310.00	REGISTRATION FEE
FRANCE, TARA	\$1,618.50	TRANSCRIPTION SERVICES
GCR ELECTRONICS, LLC	\$1,200.00	SITE RENTALS
GLOBAL EQUIPMENT COMPANY	\$31.65	BATTERIES
GRABAR VOICE & DATA INC	\$8,383.00	MAINTENANCE AGREEMENT

GRAINGER	\$687.63	BUILDING MAINTENANCE SUPPLIES
HAGOOD, VICKI	\$80.50	MILEAGE
HERMAN, BOBBIE	\$27.00	MILEAGE
HIGH PERFORMANCE CLEAN INC	\$10,515.74	CLEANING SERVICES
HOLIDAY INN EXPRESS-RAWLINS	\$91.00	WITNESS LODGING
HTO CHEMICAL COMPANY, LLC	\$241.35	FILTERS
J H KASPAR OIL COMPANY	\$7,944.63	FUEL
JERRY'S DONUTS	\$32.97	JUROR DONUTS
JOHNSTON, RANAE	\$10.00	MILEAGE
KAISLER, TODD	\$54.00	MILEAGE
KALUZNY, EMILY	\$432.00	MILEAGE
KENCO SECURITY AND TECHNOLOGY	\$1,145.60	SYSTEM TESTING
KILBURN TIRE COMPANY	\$1,370.51	VEHICLE MAINTENANCE
KINETIC LEASING	\$25,038.00	FIRE TRUCK LEASE PAYMENT
KIRSCH, ARCHIE P	\$1,300.00	PH PR HEALTH OFFICER
MATTHEW BENDER & CO, INC.	\$157.10	COURT RULES
MERBACK AWARD COMPANY	\$139.87	PLAQUE
MERCEDES TRANSCRIPTION, INC	\$183.59	TRANSCRIPTION SERVICES
MILLER, JIM	\$30.60	MILEAGE
MOORE MEDICAL CORP.	\$422.28	JAIL MEDICAL SUPPLIES
MOUNTAIN WEST MOTORS	\$434.33	VEHICLE REPAIRS
MUNIMETRIX SYSTEMS CORPORATION	\$39.99	IMAGE SILO ACCESS
MURANE & BOSTWICK, LLC.	\$384.00	LEGAL SERVICES
MY OFFICE ETC.	\$522.99	OFFICE SUPPLIES
NORCO, INC.	\$838.21	CYLINDER RENTAL/WELDING SUPPLIES
PERKINS OIL CO	\$1,217.09	FUEL
PERRY, ABBY	\$15.89	CES SUPPLIES
PHILLIPS 66-CONOCO-76	\$54.47	FUEL
PITNEY BOWES	\$1,674.51	INK/LEASING FEES
PLUS ELECTRIC INC.	\$45,128.67	ELECTRICAL WORK
PROFESSIONAL OXYGEN SUPPLY	\$20.00	TANK REFILLS
QUILL CORPORATION	\$376.17	OFFICE SUPPLIES
RAWLINS AUTOMOTIVE	\$248.87	VEHICLE MAINTENANCE SUPPLIES
REMICK, SHELIA	\$75.80	MILEAGE/POSTAGE
RICOH USA INC	\$229.02	COPIERS
RICOH USA, INC	\$6,808.85	COPIER LEASE
RIETVELD, TONI	\$5.00	COFFEE
ROCKY MOUNTAIN POWER	\$20,421.25	ELECTRIC/SERVICE CONTRACT FEE
ROD'S BACKHOE SERVICES, INC	\$900.00	WATER FOR MAG CHLORIDE
RYAN ELECTRONICS INC	\$4,127.88	MAINTENANCE CONTRACT FEE
SARATOGA AUTO PARTS, INC.	\$530.47	VEHICLE MAINTENANCE SUPPLIES
SARATOGA SUN	\$223.50	VARIOUS ADVERTISING
SARATOGA, TOWN OF	\$711.76	MSHA CLASS/WATER & SEWER

SCHERMETZLER, SHEELA M ED.S.	\$1,402.60	CSBG SERVICES
SCHILLING & WINN PC	\$1,428.93	LEGAL SERVICES
SECURENET SYSTEMS INC	\$594.00	BOCC MEETING STREAMING
SHEEHAN TRUCKING	\$4,370.00	WATER FOR MAG CHLORIDE
SHEPARD'S	\$1,414.13	FUEL
SHIVELY HARDWARE	\$685.53	TIRES/SPRAY PAINT
STAPLES ADVANTAGE	\$600.99	OFFICE SUPPLIES
SUNRISE SANITATION SERVICE, LLC.	\$65.00	TRASH SERVICE
SWEETWATER COUNTY SHERIFF'S OFFICE	\$5,622.00	JUVENILE DETENTIONS
TANDAN SANITATION SERVICES	\$80.00	TRASH SERVICE
TELEDYNE SEABOTIX	\$1,871.52	THRUSTER REPLACEMENT
THOMSON REUTERS-WEST PAYMENT CENTER	\$707.72	MONTHLY CHARGES
TRADING POST	\$117.46	FUEL/ANTIFREEZE
TRUE VALUE OF RAWLINS	\$106.14	BUILDING MAINTENANCE SUPPLIES
TYLER TECHNOLOGIES, INC	\$275.63	IDOC & ITAX HOSTING
U S IDENTIFICATION MANUAL	\$82.50	MANUAL UPDATES
UNION TELEPHONE COMPANY	\$1,924.63	CELLPHONES
US BANK	\$3,341.32	VARIOUS CHARGES
VENTURE TECHNOLOGIES	\$42,749.70	IT SUPPLIES/CONTRACTS
VERIZON WIRELESS	\$293.78	CELL PHONES
VOIANCE LANGUAGE SERVICES LLC	\$39.75	TRANSLATION SERVICES
WESTERN STATES FIRE PROTECTION CO	\$4,955.00	ANNUAL INSPECTION FEES
WEX BANK	\$733.25	FUEL
WILLIE, O.R.	\$45.00	MILEAGE
WY DEPT OF HEALTH	\$33,124.60	VEHICLE LEASE/NURSE SALARIES
WY DEPT OF TRANSPORTATION	\$14,628.70	ROAD PROJECTS/CITATIONS
WY GUARDIANS AD LITEM PROGRAM	\$6,917.45	ADMIN GUARDIAN AD LITEM
WY LAW ENFORCEMENT ACADEMY	\$1,676.20	TRAINING
WY MACHINERY COMPANY	\$55,950.89	EQUIPMENT REPAIRS/SKID STEER
WY PUBLIC HEALTH LABORATORY	\$400.00	BLOOD KITS/TESTING SERVICES
WY STATE FORESTRY	\$971.34	VEHICLE MAINTENANCE SUPPLIES
YOUNG, CHARLES MD	\$449.00	MEDICAL SERVICES
<b>Grand Total</b>	<b>\$535,549.15</b>	

## **CONSENT AGENDA**

Commissioner Glode moved to approve the consent agenda. Commissioner Chapman seconded and the motion carried unanimously.

## **Clerk of District Court**

Mara Sanger, Clerk of District Court requested and received approval to hire a replacement Deputy Clerk of District Court.

## **Buildings & Grounds**

Jim Piche, Buildings and Grounds Manager presented bids for the County Fire Station at Ryan Park noting they were opened June 19 at 11:00 a.m. in the County Commissioner room as advertised. Bids were from Custom Builders for \$348,032.00 with Alternates 1 of \$14,687.00, 2 of \$972.00 and 3 of \$2,592.00. Raymer Construction bid \$288,400 with Alternates 1 of \$19,000, 2 of \$2,200.00 and 3 of \$4,500.00. He and the engineer will negotiate with Raymer to get the project down to budget. The BOCC ultimately asked Mr. Piche to make changes and ask both contractors for a new bid.

Commissioner Glode moved to accept the lowest bid of revised bids from either Custom Builders or Raymer Construction not to exceed \$280,000.00 including engineering and to authorize the Chairman to sign a contract with the successful bidder in the amount of \$280,000.00 once completed and approved by Attorney Davis and the board noting that if the Ryan Park Volunteers want to donate to the project the Chairman is authorized to sign a contract in a higher amount. Commissioner Espy seconded and the motion carried unanimously.

Mr. Piche provided an update on the fairgrounds kitchen project noting it will be done by end of July at the latest. He said the permitting is in place for the fairgrounds electrical project and that Plus Electric has started the project and should be completed in a couple of weeks.

Mr. Piche will be advertising for a full-time maintenance person at the jail. He also promised to have the Road & Bridge fence at Medicine Bow painted in the next week.

## **Attorney**

Ashley Mayfield Davis, Deputy County Attorney reported the United States Forest Service Road Agreement USFS Road #261 Cedar Pass Road Study is complete and the fully signed version should be back to the county soon.

Attorney Davis provided the Underground Right of Way Easement and General Service Contract with Rocky Mountain Power for approval in the amount of \$7,077.00.

Commissioner Espy moved to authorize the Chairman's signature on the Underground Right of Way Easement and General Service Contract with Rocky Mountain Power in the amount of \$7,077.00. Commissioner Jones seconded and the motion carried unanimously.

Attorney Davis presented County Health Officer Contracts with Dr. Kirsch for approval.

Commissioner Espy moved to authorize the Chairman's signature on the Agreement for Services with Archie Kirsch MD in the amount of \$6,000.00 and the Contract Among Wyoming Department of Health, Public Health Division, Carbon County Health Officer (Archie Kirsch MD) and Carbon County in the amount of \$9,600.00 both for county health officer services. Commissioner Glode seconded and the motion carried unanimously.

Attorney Davis discussed the Public Health Emergency Preparedness with Department of Health.

Commissioner Glode moved to authorize the Chairman's signature on the Public Health Emergency Preparedness with Department of Health in the amount of \$62,500.00 to cover the Public Health Emergency Response Coordinator salary. Commissioner Jones seconded and the motion carried unanimously.

Attorney Davis reported she is working on a contract with the City of Rawlins for shared GIS services and she will have the city attorney review then pass on to the BOCC. Mr. Fox reported he has hired a GIS employee.

### **Planning**

County Planning Director Sid Fox reported the Saratoga Encampment Rawlins Conservation District is planting a living snow fence at the Skyline Acres property.

### **Museum**

Kelly Bohanan, Museum Director discussed a fundraising project she is planning for the Museum. She would like to live on the roof of the Hugus Ferguson Building for the summer. She has spoken with the Laramie OSHA office who has approved the project with conditions of fall protection and a bathroom facility. The architect has approved the idea and will work with the roofing contractor LM Olson to meet requirements. She met with active Fire Chief John Rutherford who will conduct drills to remove her from the roof if necessary and he will work with individuals who will swap places with her.

She is working on special event insurance pricing with two companies as the museum's liability insurance will not cover the event. She is also working on an emergency plan and will work with city officials on this. Kelly reported she will be arranging for internet service so she can work during this time. She also reported Hofmann and Ramsey Accounting have agreed to sponsor the project by handling accounting while Kelly is out of the office. Kelly stated there will be contingencies that with high winds, lightening and other weather events she may have to exit the roof. Commissioner Glode expressed her excitement for this project.

Attorney Davis discussed her major concerns on behalf of the county. She stated medical clearance from her physician should be required and that the City of Rawlins should give authorization for this from the proper authorities. Kelly said the City of Rawlins Mayor confirmed no special permit would be necessary. Ms. Davis stated workers compensation may or may not cover this activity and she would like to contact them. Finally she suggested a particular special waiver for this.

Chairman Johnson asked Attorney Davis how the BOCC would sign off on something like this. She suggested a motion approving this as the building owner after the insurance coverage is in place, workers compensation coverage and appropriate waivers.

Board Members Lori Smith and Larry Moore were also present.

## **United States Forest Service**

Melanie Fullman of the U.S. Forest Services provided project updates. The next cooperators meeting for the Lava project is July 12 in Laramie. The draft environmental impact statement for the North Savery timber project is out and comments are due Friday. There will be free permits for up to 10 cords on or right near roads. The service has an excess supply of gently used picnic tables for county or state agencies. The Grand Encampment Museum will host a trek of the Beaver Creek fire in July.

## **Road & Bridge**

Bill Nation, Road & Bridge Superintendent reported that mag chloride has been spread throughout the county and that every morning approximately 220 people drive on the Brush Creek Ranch road and in an effort to slow individuals down he will post the road at 45 miles per hour. The ranch manager and undersheriff have both agreed to this.

## **United States Forest Service**

Melanie Fullman of the U.S. Forest Services returned to present County Fire Warden John Rutherford with a plaque in appreciation for his work in the forest not only with last year's fire but over the years.

## **Fire**

County Fire Warden John Rutherford discussed the ongoing negotiations with the town of Medicine Bow for the county to sell equipment for them to provide services in their town and in the county area around the town. The brush truck was offered at no cost pending signature on a contract for services. The water tender was offered at \$45,000 to be paid with services over 5 years and any remaining amount would be forgiven after the 5 years. The town did not accept this offer and apparently they want to lease the tender for one year. Mr. Rutherford stated he would like to move forward with the donation of the brush truck and agreement and if they don't want the tender move forward without it.

Chairman Johnson reported that he and Commissioner Jones met with Mayor Colman who offered \$10,000 on the tender. Mr. Rutherford mentioned State Forestry has a program that they may be able to utilize for a vehicle as well. Regardless of the tender Mr. Rutherford stated the county will support them with water. He mentioned Baggs would take the water tender as it is better than theirs. Commissioner Chapman asked if Medicine Bow could have Baggs old tender and Mr. Rutherford will approach Chief Hucke in Baggs as the tender belongs to the town of Baggs.

Chairman Johnson and the BOCC decided to give Medicine Bow one more chance to purchase the tender at \$45,000 with the 5 year deal discussed earlier with a deadline of June 30 and that Mr. Rutherford can send the truck wherever he wants should Medicine Bow not want it.

Chairman Johnson stated a concerned citizen contacted him about a siren test in Elk Mountain recently. He said the siren test was done by the town department and Mr. Rutherford agreed and told the citizen to contact the town chief, then the Mayor then the town council.

### **Clerk**

Gwynn Bartlett, County Clerk reported that she did not send the letter supporting Peak Wellness Center's grant application for Title 25 services in Carbon County. Glenn Biggs and Patrick Gonzales will be working on a combined job duties list for the services instead and this should allow the Carbon County Counseling Center to apply for grant services next year. Attorney Davis mentioned that she met with Mr. Biggs and Mr. Gonzales Friday to start hammering out the duties and they will continue to work on this.

She presented the Rawlins Daily Times Advertising Contract for approval.

Commissioner Chapman moved to authorize the chairman's signature on the Rawlins Daily Times Advertising Contract. Commissioner Espy seconded and motion carried unanimously.

Clerk Bartlett presented a board application for DeBari Martinez for reappointment to the Carbon County Museum Board and for Joseph Parsons for appointment to the Saratoga Carbon County Impact Joint Powers Board, stating that these positions were advertised but applications were received after the June 6 commissioners meeting and no other applicants had applied.

Commissioner Glode moved to reappoint DeBari Martinez to the Carbon County Museum Board to a 3 year term ending June 2020 Commissioner Espy seconded and the motion carried unanimously.

Commissioner Espy moved to appoint Joseph Parsons to the Saratoga Carbon County Impact Joint Powers Board to an unexpired term ending July 2018. Commissioner Jones seconded and the motion carried unanimously.

### **Commissioners**

Commissioner Jones discussed bids for the Dixon Airport Beacon and Grading Project from Wagoner Construction in the amount of \$275,925.00 and this is a Disadvantaged Business participant; 71 Construction bid \$245,540.00; and Anson Excavating & Pipe Inc. bid \$297,769.50 and this is a Disadvantaged Business participant. Bid schedules 1 and 2 were accepted however 3 was dropped. This changed the low bidder from 71 Construction to Wagoner Construction. This makes the county's share just over \$7,000.00. The contract and bid award will be made at the BOCC's next meeting.

### **EXECUTIVE SESSION**

Commissioner Chapman moved to go into executive session at 11:13 a.m. with Gwynn Bartlett and Ashley Davis to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Espy seconded and the motion carried unanimously.

Commissioner Espy moved to come out of executive session at 11:26 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Chapman seconded and the motion carried unanimously.

**ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 11:26 a.m. Commissioner Chapman seconded and the motion carried unanimously.

A regular meeting of this Board will be held July 17, 2017 at 9:00 a.m. at the Carbon County Courthouse, Rawlins, WY. The public is invited to attend or you can listen online at the website listed below. To get on the agenda, call the Clerk's Office by the Thursday before the meeting. Per Wyo. Stat. §18-3-516(f), access to county information can be obtained at [www.carbonwy.com](http://www.carbonwy.com) or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.