

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, September 19, 2017  
Hanna Town Hall**

The regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, September 19, 2017 at the Hanna Town Hall, Hanna, 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 12:00 p.m.

**ADDITIONS / CORRECTIONS**

There were no changes to the agenda but the Chairman removed the September 5, 2017 minutes from the consent agenda.

Commissioner Espy moved to approve the consent agenda as amended noting the Chairman removed the September 5, 2017 minutes. Commissioner Chapman seconded and the motion carried unanimously.

**VOUCHERS**

Commissioner Chapman moved to approve the report of expenditures in the amount of \$266,994.45. Commissioner Espy seconded and the motion carried unanimously.

Commissioner Chapman moved to approve payment to Sunrise Sanitation for \$60.00. Commissioner Espy 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 \$879.39 and True Value of Rawlins for \$182.66 for an aggregate total of bills paid today of \$268,116.50. Commissioner Espy seconded and the motion carried with all voting for the motion except Commissioner Glode who abstained due to personal conflicts.

APG MEDIA OF THE ROCKIES	\$9,183.50	ADVERTISING
BAGGS, TOWN OF	\$150.00	AUG 2017 RENT
BANGS, DANIELLE	\$31.00	MILEAGE
BANK OF COMMERCE (DEBIT CARD)	\$3,654.85	ASSORTED CHARGES
BARKHURST COLLISION CENTER	\$1,650.00	GRILL GUARD
BARKHURST, RAY	\$35.40	MILEAGE
BI INC.	\$325.00	MONTHLY MONITORING SERVICES
BRIDGER FABRICATION	\$1,200.00	PATROL VEHICLE CAGES

BROWN'S TOWING & RECOVERY	\$75.00	TOWING SERVICES
BUCHANAN, KAREN	\$36.00	MILEAGE
BUILD RITE LUMBER SUPPLY	\$529.55	BUILDING REPAIR MATERIALS
CARBON COUNTY PUBLIC HEALTH	\$304.00	VACCINATIONS
CARBON COUNTY TREASURER	\$1,534.56	VARIOUS CASH ITEMS
CARERIGHT TECHNOLOGIES, LLC	\$333.00	MONTHLY CHARGES
CASPER FIRE EXTINGUISHER SERVICE, INC	\$4,200.00	SYSTEM INSTALL
CASPER WINNELSON CO	\$771.45	PLUMBING SUPPLIES
CBM FOOD SERVICE	\$7,267.79	JAIL MEALS
CENTURY LINK	\$455.47	PHONE LINES
CENTURYLINK WA	\$10,918.79	PHONE SERVICES
CENTURYLINK-PHOENIX	\$1,205.39	PHONE LINES
CHARTER COMMUNICATIONS	\$120.38	JAIL CABLE
COWBOY CHEMICAL	\$381.90	LAUNDRY SUPPLIES
CULVER, VIRGILIA S.	\$441.00	LEGAL SERVICES
DAILY TIMES	\$240.12	JAIL NEWSPAPERS
DALLIN MOTORS INC	\$52.36	VEHICLE MAINTENANCE
DEPARTMENT OF HEALTH	\$176.00	VEHICLE RENTAL PAYMENT
DIRTY BOYZ SANITATION, INC	\$1,320.00	TRASH SERVICE
DUBOIS TELEPHONE EXCHANGE	\$784.60	PHONE/INTERNET
ELK MOUNTAIN, TOWN OF	\$53.00	WATER/SEWER
ENGSTROM, JAMES D. DDS	\$2,500.00	AUGUST DENTAL SERVICES
FATBEAM LLC	\$5,244.75	FIBER LINES/INTERNET
FLEXSHARE BENEFITS	\$3,070.88	MEDICAL BENEFITS
GCR ELECTRONICS, LLC	\$1,200.00	SITE RENTALS
GDA ENGINEERS	\$10,933.46	ENGINEERING SERVICES
GRAINGER	\$906.21	REPAIR ITEMS
GRAPHIC SPORTS	\$63.00	BUSINESS CARDS
HAHN CONSTRUCTION	\$450.00	DOOR/INSTALLATION
HANNA, TOWN OF	\$208.04	WATER/SEWER
HAPPY TAILS	\$92.23	K-9 BOARDING
HELM, ANNA	\$48.00	MILEAGE
HERMAN, BOBBIE	\$36.00	MILEAGE
HIGH PERFORMANCE CLEAN INC	\$10,516.00	SEPT 2017 CLEANING
IRON J TOWING	\$145.00	TOWING SERVICES
J & S PAINTING LLC	\$235.00	PAINTING
J H KASPAR OIL COMPANY	\$2,980.28	FUEL
J.L. WAGNER CONSTRUCTION, INC.	\$69,435.50	PAY APP 1
JACKALOPE PRINTING	\$36.87	CARDSTOCK
JACK'S BODY & FENDER REPAIR	\$200.00	TOWING SERVICES
JENNINGS, DARRIN	\$2,100.00	HIDDEN VALLEY ESTATES FIRE MITIGATION

JOHNSTON, RANAE	\$37.00	MILEAGE
KILBURN TIRE COMPANY	\$1,451.41	VEHICLE MAINTENANCE
MACPHERSON, KELLY & THOMPSON, LLC	\$4,200.00	VOLUNTEER POLICY
MCGRAW, JOAN	\$24.00	MILEAGE
MCKESSON MEDICAL	\$10,448.35	VACCINES
MEDICINE BOW, TOWN OF	\$192.00	WATER/SEWER
MERCEDES TRANSCRIPTION, INC	\$153.23	TRANSCRIPTION SERVICES
MOBILE CONCRETE, INC	\$483.00	CONCRETE WORK
MOORE MEDICAL CORP.	\$165.78	JAIL MEDICAL SUPPLIES
MPM CORP / EVERGREEN DISPOSAL	\$125.00	TRASH SERVICE
MUNIMETRIX SYSTEMS CORPORATION	\$119.97	IMAGESILO HOSTING
MY OFFICE ETC.	\$192.59	OFFICE SUPPLIES
NORCO, INC.	\$501.09	CYLINDER RENT
O'REILLY AUTO PARTS	\$52.23	WIPER BLADES/FLUID
PATTON, SALLY	\$280.93	MILEAGE/MEALS
PERKINS OIL CO	\$1,010.04	FUEL
PERUE PRINTING	\$236.50	FORMS
PHILLIPS 66-CONOCO-76	\$38.22	FUEL
PITNEY BOWES	\$1,478.19	LEASING FEE
PLUS ELECTRIC INC.	\$40,653.64	ELECTRICAL REPAIRS/WIRING
PUBLIC SAFETY CENTER, INC	\$211.79	EXAM GLOVES/COTTON SWABS
QUILL CORPORATION	\$62.19	OFFICE SUPPLIES
RAWLINS AUTOMOTIVE	\$879.39	VEHICLE MAINTENANCE SUPPLIES
RICOH USA INC	\$280.69	PER CLICK CHARGES
RICOH USA, INC	\$7,162.55	LEASING FEES
ROCKY MOUNTAIN POWER	\$6,024.17	ELECTRIC SERVICE
RYAN ELECTRONICS INC	\$4,127.88	MAINTENANCE CONTRACT FEE
SARATOGA SUN	\$66.00	BOARD OPENINGS AD
SARATOGA, TOWN OF	\$150.96	WATER/SEWER
SCHERMETZLER, SHEELA M ED.S.	\$2,131.97	PROFESSIONAL SERVICES
SCHILLING & WINN PC	\$1,188.20	LEGAL SERVICES
SHAW, GAYLE	\$36.00	MILEAGE
STAPLES ADVANTAGE	\$485.22	OFFICE SUPPLIES
STOTZ EQUIPMENT	\$288.92	LATE FEES/BELT/CHUTE
SUNRISE SANITATION SERVICE, LLC.	\$60.00	TRASH SERVICES
SWEETWATER COUNTY SHERIFF'S OFFICE	\$1,365.00	JUVINILE HOUSING FEES
TANDAN SANITATION SERVICES	\$80.00	TRASH SERVICES
THE MASTERS TOUCH, LLC	\$4,400.00	TAX STATEMENT MAILINGS
TRUE VALUE OF RAWLINS	\$182.66	BUILDING REPAIR MATERIALS
U S POSTMASTER-BAGGS	\$48.00	PO BOX RENEWAL 17/18
US BANK	\$2,351.06	VARIOUS CHARGES

VALLEY OIL COMPANY	\$619.32	FUEL
VOIANCE LANGUAGE SERVICES LLC	\$60.75	TRANSLATION SERVICES
VOLUNTEER FIREMEN PENSION FUND	\$540.00	AUG VOLUNTEER FIRE RETIREMENT
WALKER, JEANETTE R.	\$169.00	MILEAGE
WEX BANK	\$539.64	FUEL
WILLE, O.R.	\$45.00	MILEAGE
WLC ENGINEERING	\$12,325.00	ENGINEERING SERVICES
WY DEPT OF TRANSPORTATION	\$255.75	TITLES
WY PEACE OFFICERS ASSOC	\$10.00	ALAMEDA NEW MEMBERSHIP
WY PUBLIC HEALTH LABORATORY	\$1,311.00	TESTING SERVICES
WY RENTS, LLC	\$187.50	EQUIPMENT RENTAL
YAMPA VALLEY ELECTRIC	\$784.39	ELECTRIC SERVICE
YOCUM, LEO	\$12.00	MILEAGE
<b>Grand Total</b>	<b>\$268,116.50</b>	

### **CONSENT AGENDA**

Commissioner Glode moved to approve the consent agenda which includes Clerk of District Court monthly receipts for August 2017 in the amount of \$3,043.82; Road and Bridge monthly receipts for August 2017 in the amount of Chapman seconded and the motion carried unanimously.

Commissioner Glode moved to amend the Official Minutes and Report to Minutes for September 5, 2017 to correct the approved amount of expenditures to \$492,811.54 and the aggregate total of bills paid on that day to \$494,624.29. Commissioner Espy seconded and the motion carried unanimously.

Commissioner Glode moved to approve the September 13, 2017 workshop minutes as presented. Commissioner Espy seconded and the motion carried unanimously.

### **Road & Bridge**

Bill Nation, Road & Bridge Superintendent reported on County Road 351 road repairs north of Sinclair. Mr. Nation requested quotes from two companies and received one from 71 Construction in the amount of \$ 208,961.00 and he recommended accepting this quote and waive the procurement policy. Mr. Nation stated the bond is not included in the project but will be required and should not change the amount.

Commissioner Glode moved to waive the procurement policy and accept the quote from 71 Construction in the amount of not to exceed \$208,961.00 from the road fund to repair 2.2 miles of County Road 351. Commissioner Chapman seconded and Chairman Johnson asked how Attorney Rerucha felt about waiving the procurement policy. Mr. Rerucha stated this is a bit of an emergency situation to repair the road and it must be completed soon and since the other party Mr. Nation reached out to decline to submit a quote he recommended proceeding by following Mr. Nation's advice. The motion carried unanimously.

Mr. Nation opened sealed bids for a motor grader as follows: Honen Equipment bid \$442,461.12 including a trade-in for a John Deere 672G all-wheel drive; Honen Equipment bid \$389,632.54 including a trade-in for a John Deere 670G; and WY Machinery bid \$395,036.00 including trade for a Caterpillar 12M3 with a wing and v-plow. Mr. Nation stated each bid is for two blades but he will review the bids and return later with a recommendation.

### **Attorney**

Cal Rerucha, County Attorney presented the Final Release and Assignments from CNA Surety for claims filed against the bond for Diane Morris.

Commissioner Espy moved to authorize the Chairman's signature on the Final Release and Assignments for claim number 9A350234 and 9A354812 for claims filed against the bond for Diane Morris totaling \$11,100.00. Commissioner Glode seconded and the motion carried unanimously.

Commissioner Jones moved to authorize the Chairman's signature on the Blackhall Mountain Repeater Permit Renewal. Commissioner Chapman seconded and the motion carried with all voting for the motion except Commissioner Espy who abstained due to conflict.

Commissioner Jones moved to table the Application and Imposition of the Carbon County Emergency Operations Plan until the October 5 meeting. Commissioner Espy seconded and the motion carried unanimously.

There was discussion on waiting for a new Museum Director to be on staff prior to finalizing an agreement for donations for the Hugus Ferguson building. The Museum liaisons, Commissioners Espy and Glode will relay this information to the Museum Board chairman.

### **Planning**

County Planning Director Sid Fox presented certifications of recommendation for the BOCC.

Commissioner Chapman moved to accept the Certification of Recommended Action from the Carbon County Planning & Zoning Commission for C.U. Case #2017-04 – Sprint and Edith Davis for a telecommunication tower located at 151 Plant Road, C.U. Case #2017-15 – Centerline Solutions and BLM for a telecommunication tower located at Chalk Mountain Communications Site, C.U. Case #2017-06 – Centerline Solutions and BLM for telecommunication tower located at Muddy Gap Communications Site, and Z.C. Case #2017-05 – Zachary, Brianna, Clint and Cheri Weber for a request for zone change from Ranching, Agriculture and Mining (RAM to Forestry Production and Seasonal Recreation (FPSR-20.66) located ½ mile west of Battle Lake off WY Hwy 70 and schedule a public hearing for October 17, 2017 at 4:00 p.m. at the Platte Valley Community Center, Saratoga, Wyoming. Commissioner Glode seconded and the motion carried unanimously.

### **Commissioners**

Clerk Bartlett reported Verizon Wireless would like to install a cell tower next to the Saratoga Library and this requires adjacent landowner authorization.

Commissioner Glode moved to authorize the Chairman's signature on the Petition for Special Use Permit approving of the construction of a Verizon tower adjacent to county owned property. Commissioner Espy seconded and Commissioner Jones stated the towns zoning officer was going to verify the tower would not be in the air space of the Saratoga Airport. The motion carried unanimously.

### **TROWBRIDGE CONSULTING**

Ron Trowbridge of Trowbridge Consulting explained services he offers. He noted he recently met with Sweetwater, Uinta, Sublette and Lincoln counties in Wyoming and is now contracting with Sweetwater County to review mineral production and amendments through the conservation commission. Mr. Trowbridge reported he was formerly a mineral tax auditor for the WY Department of Audit for the past ten years therefore understands the state processes of oil and gas, even auditing these reports himself during his tenure there.

He is offering to review audits after the WY Department of Audit (DOA and the WY Department of Revenue (DOR) issues there preliminary letter to the oil and gas company. There are three internal reviews by the DOA prior to information going to the DOR. There are reviews to ensure numbers are correct, then a methodology review and finally a supervisory review of all content. The DOR then reviews and issues a letter to the company but he feels like there is likely missing information that could be costing counties. At the preliminary issue letter phase there can be pricing issues where prices can be under reported and the purchaser of gas undervalued the gas. He proposes the wells associated with situations like this are likely undervalued and that he could catch these errors during a review he could perform.

Mr. Trowbridge stated he understands the review process and due to lack of experience and budget issues, state reviews may be lacking. He stated he wants to ensure counties get their share of revenue from unengaged properties.

He offers three payment options to Sweetwater County, two with up front funds and one with a commission only. The option with commission only offers him a higher percentage of funds he finds. He noted that the first funds he finds has no commission to reimburse the county for the agreed upon amount for his services.

Mr. Trowbridge offered the following payment options to Carbon County. Option 1 - \$50.00 per hour up to \$20,000 up front with a 10% commission but only after the first \$125,000 is collected. Option 2 - \$10,000 up front at 20% commission after the first \$62,500 collected and Option 3 - 30% commission with no upfront payment.

Mr. Trowbridge agreed to submit Supreme Court rulings to the clerk for further consideration by the BOCC.

## **BLADE BIDS**

Mr. Nation returned and recommended accepting the bid from WY Machinery bid \$395,036.00 including trade for a Caterpillar 12M3 with a wing and v-plow. The difference between this and the low bid is approximately the price of some tires and wheels according to Mr. Nation, \$5,403, however John Deere tires and wheels will not fit the rest of his fleet. He recommends sticking with Caterpillar so all of his fleet is the same brand for ease of maintenance. The BOCC asked for Mr. Rerucha's advice and he asked for time to review the bid specifications make a recommendation to the BOCC at their next meeting.

## **Commissioner Discussion**

Commissioner Chapman reported he attended the Power Company of Wyoming's tour of the Chokecherry and Sierra Madre project sites. He reported he was impressed with their conservation efforts.

Commissioner Jones reported in 2020 the fuel system at the Dixon Airport will be discontinued. The system can be switched out and that fuel sales will pay the county back. There is currently a \$4,495 rebate for the new system.

Commissioner Jones moved to waive the procurement policy as this is an upgrade to the current fuel system and purchase a new QT M4000 Petroleum fuel system for the Dixon Airport in the total amount of \$10,795.00 pending legal of the subscription service agreement. Commissioner Chapman seconded and Attorney Rerucha discussed his concern for continual waiving of the procurement policy and that contracts are best when they are on the agenda. Commissioner Jones explained this was a last minute presentation and must be done by the end of the month to obtain the rebate. Commissioner Espy also stated the new system will allow removal of an analogue phone line saving the county money. The motion carried unanimously.

Commissioner Espy attended the WY County Commissioner Association's quarterly Bureau of Land Management meeting. The main topic was requiring variances on private surface fee subsurface because it is adjacent to federal lands and the concern of visual impacts.

Commissioner Glode asked if the Library Board is required to bond their accountant, director and the board chair. Clerk Bartlett reported she will look into this but doesn't think this is required.

Chairman Johnson reported he went to a waste isolation pilot plant presentation recently and he has also been invited to the BLM report on streamlining the NEPA process.

## **Clerk**

County Clerk, Gwynn Bartlett presented the Tyler Technologies Amendment for iDoc5/Market for approval.

Commissioner Glode moved to authorize the Chairman's signature on the Tyler Technologies Amendment iDoc5/Market in the amount of \$1,680.00. Commissioner Jones seconded and the motion carried unanimously.

Clerk Bartlett provided the Community Services Block Grant Contract between Wyoming Department of Health, Public Health Division and Carbon County in the amount of \$91,172.00 for approval.

Commissioner Espy moved to authorize the Chairman's signature on the amended Community Services Block Grant Contract between Wyoming Department of Health, Public Health Division and Carbon County correcting the amount to \$91,172.00. Commissioner Chapman seconded and the motion carried unanimously.

Clerk Bartlett reported that she attended the Corporations Committee meeting yesterday in Lander. She explained the issues clerks have statewide with lack of accessible polling places, lack of election workers and aging equipment. She noted that clerks will work to find funding sources however it will ultimately fall on counties if clerk's efforts fail.

She stated clerks believe there are alternative ways to deliver elections in Wyoming for estimates of up to a 40% savings and that the Committee was to study this during the interim however they voted not to.

### **INDUSTRIAL SITING**

The potential impacts of the Boswell Springs wind project were discussed.

### **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 2:42 p.m. Commissioner Jones seconded and the motion carried unanimously.

A regular meeting of this Board will be held October 17, 2017 at 2:00 p.m. at the Platte Valley Community Center, 210 Elm Street, Saratoga, 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.