

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, October 3, 2017  
Carbon County Courthouse, Rawlins, WY**

The regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, October 3, 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**

The Chairman added Cheryl Ross to the agenda and a State grant agreement for the Dixon Airport under the Clerk and a final Acceptance for the Congestion Mitigation Air Quality Grant from Road & Bridge.

**VOUCHERS**

Commissioner Espy moved to approve the report of expenditures in the amount of \$170,815.64. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Espy moved to approve payment to Rawlins Automotive for \$2,231.96, Shively Hardware for \$95.45 and True Value of Rawlins for \$1,281.38 for an aggregate total of bills paid today of \$174,424.43. Commissioner Chapman seconded and the motion carried with all voting for the motion except Commissioner Glode who abstained due to personal conflicts.

AFFORDABLE TREE CARE, LLC	\$1,150.00	TREE PRUNING
ALSCO, AMERICAN LINEN DIVISION	\$92.60	SHOP SUPPLIES
BAGGS, TOWN OF	\$213.75	WATER/SEWER
BEHRMANN, ELEANOR	\$31.80	MILEAGE
BLACK HILLS ENERGY	\$2,971.05	HEATING FUEL
BOMGAARS SUPPLY	\$229.03	FAIR SUPPLIES
BUILD RITE LUMBER SUPPLY	\$427.25	BUILDING MAINTENANCE SUPPLIES/SHIPPING
CARBON COUNTY WEED & PEST	\$447.68	PEST CONTROL SUPPLIES
CARBON POWER & LIGHT INC	\$1,590.73	ELECTRIC SERVICE
CARSON INDUSTRIES, INC	\$55.95	MAINTENANCE KIT
CASPER WINNELSON CO	\$1,167.17	BUILDING MAINTENANCE SUPPLIES
CBM FOOD SERVICE	\$6,896.70	JAIL MEALS
COWBOY SUPPLY HOUSE	\$2,528.98	CUSTODIAL SUPPLIES
DAILY TIMES	\$105.00	SUBSCRIPTION RENEWAL
DEVINE, LISA	\$15.00	WITNESS FEE

DIXON, TOWN OF	\$308.00	WATER/SEWER
DRUMMOND REFRIGERATION LLC	\$1,239.93	WALK-IN COOLER REPAIRS
ELEVATED TRAINING SOLUTIONS	\$125.00	TESTING SERVICES
ELK MOUNTAIN CONOCO	\$424.74	FUEL
E-Z LIFT GARAGE DOORS	\$2,706.00	GARAGE DOOR OPENER/REPAIRS
FOX, SID	\$36.69	MEALS
FRONT RANGE FIRE APPARATUS	\$690.47	FLOWMETER
GRAINGER	\$371.05	STRIPING PAINT/GAS PRESSURE TEST KIT
HIGH PLAINS POWER	\$472.03	ELECTRIC SERVICE
INTERNATIONAL ACADEMICS OF EMERGENCY	\$55.00	MAIL IN QUIZZES
J H KASPAR OIL COMPANY	\$8,245.01	FUEL
KENCO SECURITY AND TECHNOLOGY	\$37.00	MONITORING SERVICES
KILBURN TIRE COMPANY	\$70.00	VEHICLE MAINTENANCE
KING SOOPERS CUSTOMER CHARGES	\$17.94	WATER
KIRSCH, ARCHIE P	\$1,300.00	SEP MEDICAL SERVICES
L N CURTIS & SONS	\$102.00	INTAKE SCREEN
LARAMIE FIRE EXTINGUISHER	\$2,640.50	INSPECTIONS
MEDICINE BOW, TOWN OF	\$1,334.75	FIRE PROTECTION
MEMORIAL HOSPITAL OF CARBON COUNTY	\$41,972.40	ADMIN EMERGENCY DETENTIONS
MY OFFICE ETC.	\$107.78	OFFICE SUPPLIES
NEUBAUER, PELKEY, MERSEAL AND	\$52.50	LEGAL SERVICES
NEWMAN TRAFFIC SIGNS	\$42.31	SPEED LIMIT SIGN
NORCO, INC.	\$871.95	WELDING SUPPLIES/CYLINDER RENTAL
ON SCENE TAGS	\$47.00	ACCOUNTABILITY TAG METAL
PERKINS OIL CO	\$854.03	FUEL/POWERTRAIN FLUID
PLUS ELECTRIC INC.	\$7,340.44	ELECTRICAL WORK
POWER, CAROL	\$2,100.00	FUELS MITIGATION
QUILL CORPORATION	\$336.80	OFFICE SUPPLIES
RAWLINS AUTOMOTIVE	\$2,231.96	VEHICLE MAINTENANCE SUPPLIES
RAWLINS EASTSIDE CARWASH	\$99.90	VEHICLE WASHES
RAWLINS, CITY OF	\$6,093.03	WATER/SEWER
ROCKY MOUNTAIN POWER	\$13,871.16	ELECTRIC SERVICE
RYAN ELECTRONICS INC	\$120.38	ANTENNA REPLACEMENT
SARATOGA AUTO GLASS	\$240.00	DOOR GLASS REPLACEMENT
SARATOGA AUTO PARTS, INC.	\$354.91	VEHICLE MAINTENANCE SUPPLIES
SARATOGA FEED & GRAIN	\$343.00	R&B MATERIALS SIGNS/POSTS
SCHAFFER MFG CO	\$1,347.96	OIL
SHEPARD'S	\$3,306.30	FUEL/VEHICLE SUPPLIES
SHIVELY HARDWARE	\$95.45	SHOP SUPPLIES/HARDWARE
SNAKE RIVER PRESS	\$72.00	BOARD OPENINGS AD
STAPLES ADVANTAGE	\$278.48	OFFICE/JAIL SUPPLIES
THOMSON REUTERS-WEST PAYMENT	\$707.72	MONTHLY CHARGES

CENTER		
THOS. Y. PICKETT & CO., INC.	\$5,500.00	2018 VALUATION CONTRACT 4TH INSTALLMENT
TIN BOY GARAGE	\$2,432.06	TIRES
TRADING POST	\$804.77	FUEL
TRAPP, LARRY W	\$663.86	TRAVEL EXPENSES/PER DIEM
TRUE VALUE OF RAWLINS	\$1,281.38	BUILDING MAINTENANCE ITEMS
TYLER TECHNOLOGIES, INC	\$683.63	ON SITE ASSISTANCE TRAINING
U W C E S	\$14,529.25	SALARY MATCH
US BANK	\$733.81	VARIOUS CHARGES
VOIANCE LANGUAGE SERVICES LLC	\$37.50	TRANSLATION SERVICES
W.S. DARLEY	\$156.92	REPAIR ITEMS
WLC ENGINEERING	\$11,800.00	PRELIMINARY ASSESSMENT
WRECK-A-MEND	\$260.00	DECAL APPLICATION
WY BRAND INDUSTRIES	\$77.50	BUSINESS CARDS
WY DEPT OF TRANSPORTATION	\$102.30	TITLES
WY LAW ENFORCEMENT ACADEMY	\$165.00	TRAINING
WY MACHINERY COMPANY	\$8,374.87	EQUIPMENT REPAIRS
WY RENTS, LLC	\$428.75	GENIE RENTAL
WY STATE FORESTRY	\$3,812.97	REPAIR ORDER 201700132
YAMPA VALLEY ELECTRIC	\$1,586.60	ELECTRIC SERVICE
ZIRMED, INC	\$7.00	CLAIMS FILING
<b>Grand Total</b>	<b>\$174,424.43</b>	

### **CONSENT AGENDA**

Commissioner Glode moved to approve the consent agenda which includes the September 19, 2017 regular meeting minutes; County Clerk receipts for September 2017 in the amount of \$19,841.25, Planning and Development receipts for September 2017 in the amount of \$1,550.00 and notice of valuation changes for a net total of -\$43,565.00. Commissioner Chapman seconded and the motion carried unanimously.

### **Public Health**

Amanda Brown, Public Health Nurse reported on her offices work over the past month. Public Health has been granted funds to purchase standing desks for her staff and provide for a one year wellness program.

### **Assessor**

County Assessor Cheryl Ross requested authorization to hire two full-time individuals rather than just one and one half. Her chief deputy is leaving the office leaving a large salary that will cover two full-time people. The BOCC approved the request.

### **Attorney**

Ashley Mayfield Davis, Deputy County Attorney requested clarification on whether or not the BOCC would be holding off on a Museum agreement for donations until a new director is hired. She also asked if the BOCC would like something just between the BOCC and Museum Board, leaving the foundation out. The BOCC agreed on this fact but was unclear if it wanted to wait until a director is hired. Attorney Davis will work on a new draft between the two parties and present it at a future meeting.

Attorney Davis discussed a Non-Exclusive Lease Agreement between PacifiCorp and Carbon County for the county to install one or more radio repeaters or other radio frequency communication equipment on Met Towers at PacifiCorp's Wind Plant in order to enhance its emergency response communication capabilities, the term being September 1, 2017 for five years in the amount of \$500.00 per year.

Commissioner Glode moved to authorize the Chairman's signature on a Non-Exclusive Lease Agreement between PacifiCorp and Carbon County for the county to install one or more radio repeaters or other radio frequency communication equipment on Met Towers at PacifiCorp's Wind Plant in order to enhance its emergency response communication capabilities, the term being September 1, 2017 for five years in the amount of \$500.00 per year pending attorney approval. Commissioner Chapman seconded and the motion carried unanimously.

Ashley reported she has offered board training to the Medicine Bow Rural Healthcare District Board and Library Board in the next month.

### **Road & Bridge**

Bill Nation, Road & Bridge Superintendent presented the final acceptance for the Congestion Mitigation Air Quality grant project on the Wild Cow road.

Commissioner Espy moved to authorize the Chairman's signature on the Final Acceptance Certificate for the Congestion Mitigation Air Quality grant project on the Wild Cow road Project #CM161-1 resulting in a total amount of \$214,991.00. Commissioner Glode seconded and the motion carried unanimously.

Mr. Nation reported that throughout the county his crews have completed most mowing, most culverts have been cleaned on both sides, and they have hauled loads of product to the new Ryan Park fire building.

Chairman Johnson stated another county calls for one-calls (811) every time they blade a road and questioned whether Carbon County does that.

Chairman Johnson explained the BOCC asked for a legal opinion on not accepting the lowest bid for a motor grader. They then discussed the bids received from Honen Equipment and WY Machinery and the recommendation from Mr. Nation to accept the bid from WY Machinery of \$395,036.00 including trade for a Caterpillar 12M3 with wing and v-plow. The bids were opened September 19 and were 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.

Commissioner Espy asked what the liability of not accepting the lowest bid is. Attorney Davis stated all the BOCC has to do is articulate the valid reasons behind it. She understood that the difference is the warranty and that CAT has a longer one that makes theirs a better bid because of the value of that.

Honen is 60 months as requested in the bid specifications and that is what Honen offered along with 60 months valued at \$8,709.10 however CAT offered a 72 month warranty with 7,500 hours of use with a value of \$18,639.00. The difference in the bid was only \$5,403.46 therefore Mr. Nation feels the CAT bid was better.

Commissioner Jones is concerned with turning down the lowest bid if that bid met the specification however she would defer to legal counsel. Ashley stated that Attorney Cal Rerucha cited the procurement policy allows the county to accept the bid in the best interest of the county and to negotiate terms. She stated the BOCC can determine what that is and if the extra warranty is worth it. Chairman Johnson's concern is that if we don't accept the low bid then we may only get one bid in the future which may increase price later in life. Commissioner Chapman stated he thought there was a kit to be able to put a CAT wheel on a John Deere blade.

Mr. Nation reported that another main factor to stay with CAT is the fact there is a local mechanic in Carbon County that can quickly respond to maintenance issues.

Commissioner Espy moved to accept the bid from WY Machinery for \$395,036.00 including trade for a Caterpillar 12M3 with a wing and v-plow due to the additional warranty offered by Caterpillar. Commissioner Chapman seconded and the motion failed with Commissioners Espy and Chapman voting for the motion and Commissioners Glode, Jones and Chairman Johnson voting against.

Commissioner Espy moved to accept the bid from Honen Equipment for \$389,632.54 including a trade-in for a John Deere 670G. Commissioner Glode seconded and the motion carried with all voting for except Commissioner Chapman who voted against.

### **Commissioners**

Commissioner Glode moved to appoint Commissioner Jones to the 5<sup>th</sup> Penny Tax Committee. Commissioner Chapman seconded and the motion carried unanimously.

Commissioner Jones moved to authorize the Chairman's signature on the State Grant In Aid for the AWOS maintenance at the Dixon Airport in the amount of \$5,770.00. Commissioner Chapman seconded and the motion carried unanimously.

### **Sheriff**

Sheriff Jerry Colson and Undersheriff Archie Roybal presented a \$22,555.51 quote for a filing system for the jail inmate files. He proposes paying for this with operations and maintenance funds. He requested the procurement policy be waived as he believes this is the only company that proves the service in the region. Commissioner Glode had previously purchased some of these from a local company and feels like there are other companies that may offer these in surrounding areas. Commissioner Jones stated she may have a lead on some used units and Sheriff Colson withdrew his request to approve this and will investigate options further.

### **Planning**

County Planning Director Sid Fox reported there was no quorum at yesterday's Planning Commission meeting. Mr. Fox reported his new GIS employee will be taking over some of the mapping responsibilities for the county and he feels like this will be a good move forward for the county. In the assessor's field work they found three improvements at Overlook Retreat that did not have building permits so he will follow through with the three landowners to get these permitted.

### **Clerk**

County Clerk, Gwynn Bartlett reported that with the passing of Moy Wing there is an open seat on the Rawlins Carbon County Airport Board.

Commissioner Chapman moved to declare a vacancy on the Rawlins Carbon County Airport Board and advertise the opening. Commissioner Jones seconded and Commissioner Glode added that all will miss Moy Wing and everyone appreciates his work over the past years. The motion carried unanimously.

### **Museum Board**

Lori Smith and Larry Moore of the Museum Board requested an agreement between their board and the BOCC beginning with the fact that the building would become a museum. They did not desire anything about fundraising mentioned. Attorney Davis will be drafting an agreement for both bodies to consider. Ms. Smith stated there are two grant requests pending and they want to forge forward to not jeopardize those.

## **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 10:45 a.m. with Ashley Mayfield Davis, Gwynn Bartlett, Lori Smith and Larry Moore to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Glode seconded and the motion carried unanimously.

Commissioner Espy moved to come out of executive session at 10:57 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Chapman seconded and the motion carried unanimously.

Commissioner Espy left the meeting at 10:58 a.m. to attend another meeting in Laramie.

### **Memorial Hospital of Carbon County (MHCC)**

Dana Barnett, Chief Executive Officer for Memorial Hospital of Carbon County and Chelle Keplinger, Chief Financial Officer for MHCC reported on August 2017 financials. Board member Henry Hewitt was also present.

The group determined it would appear at the BOCC's next meeting in Saratoga to further discuss their Request for Proposal process for management and a possible hospital district.

### **WLC Engineers and Road & Bridge**

Chuck Bartlett and Doug Boyd of WLC Engineers and Bill Nation, Road & Bridge Superintendent discussed the Cedar Pass Road Study conclusions. Mr. Bartlett explained that the purpose of the road study was to review US Forest Service Roads 100 and 261 for conformance with Carbon County road standards. Nate Davis from the US Forest Service was also present.

As far as improvements needed, Mr. Bartlett said the road needs widened with an 80' right of way resulting in the necessary removal of many trees and brush. They looked at 20 different drainage areas, defined by anything with a 36" or greater size culvert and some need additional culverts, larger culverts or culverts cleaned out. There is a slide area where approximately 590' of road needs relocated uphill. In addition, some corners would need additional signage and reduced speed limits for safety, and he presented a cost estimate of all the work.

Mr. Bartlett provided all projected costs stating in order to widen the road they anticipate \$145,000.00, \$225,000.00 to fix the slide area, signage \$15,000.00, adding a 3" base at \$930,000.00 and additional drainage structures at \$135,000.00. To bring the road entirely up to county road standards the estimated cost is \$1,450,000.00. He mentioned these projects can take place over time with the slide area being the primary concern and the drainage structure at Middle Cedar and Turpin Creeks needs improved.

Mr. Nation mentioned that this study does not imply the road is not safe but to meet all county road standards this is the suggested work to be done which again can take place over time. He stated that normally when an entity wants their road to be a county road the cost burden is on them to bring the road up to county road standards. Bill suggested absorbing the detailed study and to discuss this at a future meeting. Mr. Davis stated there may have been federal funding allocated in the past for the slide area and he will check into this.

### **ADJOURNMENT**

Commissioner Glode moved to adjourn the meeting at 12:18 p.m. Commissioner Chapman seconded and the motion carried unanimously.

A regular meeting of this Board will be held November 7, 2017 at 9:00 a.m. at the Carbon County Courthouse, 415 W. Pine Street, 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.