

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, March 20, 2018  
Carbon County Courthouse, Rawlins, WY**

The regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, March 20, 2018 at the Carbon County Courthouse, Rawlins, WY. Attending the meeting were; Chairman John Johnson; Commissioners Leo Chapman, Bob Davis, John Espy and Sue Jones.

Chairman Johnson called the meeting to order at 9:00 a.m. and announced the passing of former County Commissioner Gary Graalman and asked for a moment of silence to honor him.

**ADDITIONS / CORRECTIONS**

Chairman Johnson added adoption of county building rental rates to the agenda under Buildings & grounds.

**VOUCHERS**

Commissioner Chapman moved to approve February 2018 payroll and benefit expenses of \$734,643.32 and insurance claim and premium expenses of \$146,622.96, the expenditures in the amount of \$157,771.05 for an aggregate total today of \$1,039,037.33. Commissioner Espy seconded and the motion carried unanimously.

APG MEDIA OF THE ROCKIES	\$1,348.90	ADVERTISING
ARCA SEARCH	\$2,180.00	ANNUAL HOSTING FEE
BALESTRIERI, MICHELLE	\$52.35	MILEAGE/REIMBURSEMENT
BANGS, DANIELLE	\$10.00	MILEAGE
BANK OF COMMERCE (DEBIT CARD)	\$2,138.32	VARIOUS CHARGES
BARKHURST, BYRON	\$39.60	MILEAGE
BI INC.	\$637.00	MONITORING SERVICES
BIG BALE COMPANY	\$683.96	TIRES
BLAKEMAN PROPANE	\$2,914.60	HEATING FUEL
BLOOMQUIST, CYNTHIA	\$25.20	MILEAGE
BOB BARKER COMPANY, INC.	\$555.98	JAIL SUPPLIES
BUILD RITE LUMBER SUPPLY	\$247.99	BUILDING REPAIR SUPPLIES
BULBS.COM	\$389.30	LIGHTING SUPPLIES
CANDY MOUNTAIN	\$100.00	DECALS
CARBON COUNTY PUBLIC HEALTH	\$128.00	VACCINATIONS
CARBON COUNTY VETERINARY HOSPITAL	\$518.01	VETERINARY CARE
CARBON POWER & LIGHT INC	\$2,604.96	ELECTRICAL SERVICES

CARERIGHT TECHNOLOGIES, LLC	\$165.00	MONTHLY FEES
CARROT-TOP INDUSTRIES, INC	\$351.61	FLAGS
CASPER WINNELSON CO	\$540.71	REPAIR ITEMS
CBM FOOD SERVICE	\$7,381.87	JAIL MEALS
CDW GOVERNMENT, INC.	\$1,426.32	IT SUPPLIES
CHARTER COMMUNICATIONS	\$120.21	JAIL CABLE
COWBOY SUPPLY HOUSE	\$598.35	CLEANING SUPPLIES
DAILY TIMES	\$208.80	JAIL NEWSPAPERS
DEPARTMENT OF HEALTH	\$176.00	VEHICLE RENTAL
DEVINE LAW	\$1,706.25	LEGAL SERVICES
DIRTY BOYZ SANITATION, INC	\$660.00	TRASH SERVICES
ELK MOUNTAIN CONOCO	\$264.91	FUEL
ENGSTROM, JAMES D. DDS	\$2,500.00	DENTAL SERVICES
ESRI	\$2,700.00	SOFTWARE MAINTENANCE
FABIN, MARY L.	\$40.00	MILEAGE
FIRED UP RESCUE	\$270.44	FIRE HOSE
FLEMING, LINDA	\$132.00	MILEAGE
FLEXSHARE BENEFITS	\$6,760.63	FEB BENEFITS
FOX, SID	\$502.99	REGISTRATION FEES
FRIEND, KATIE	\$210.00	CUPCAKES/COOKIES FOR COMMUNITY BABY SHOWER
GALLS/QUARTERMASTER	\$118.93	UNIFORM SUPPLIES
GCR ELECTRONICS, LLC	\$1,200.00	SITE RENTALS
GOODYEAR TIRE & RUBBER COMPANY	\$2,688.88	TIRES
GRAINGER	\$339.33	REPAIR ITEMS
GRAPHIC SPORTS	\$88.45	STAMP/INK
HAYS, PATRICIA	\$36.60	MILEAGE
HERMAN, BOBBIE	\$27.00	MILEAGE
HIGH PERFORMANCE CLEAN INC	\$10,516.00	CLEANING SERVICES
HIGH PLAINS VISION CENTER	\$1,805.00	VISION SERVICES
HILLTOP CONOCO	\$22.74	FUEL
J H KASPAR OIL COMPANY	\$7,718.13	FUEL
JOHNSTON, RANAE	\$21.50	MILEAGE
KAISLER, TODD	\$54.00	MILEAGE
KERBS, CORSON	\$27.00	MILEAGE
KILBURN TIRE COMPANY	\$18.95	TIRE REPAIRS
KONE ELEVATORS ESCALATORS	\$4,290.39	MAINTENANCE CONTRACT
L N CURTIS & SONS	\$199.47	FIELD SERVICE KITS
MEMORIAL HOSPITAL OF CARBON COUNTY	\$8,723.55	MEDICAL SERVICES
MERCEDES TRANSCRIPTION, INC	\$107.25	TRANSCRIPTION SERVICES
MOORE MEDICAL CORP.	\$106.67	JAIL MEDICAL SUPPLIES

MOSS, BARBARA	\$54.00	MILEAGE
MOUNTAIN WEST MOTORS	\$476.48	VEHICLE MAINTENANCE
MPM CORP / EVERGREEN DISPOSAL	\$125.00	TRASH SERVICES
MURANE & BOSTWICK, LLC.	\$208.00	LEGAL SERVICES
NORCO, INC.	\$1,025.05	CYLINDER RENTAL
NSFM PIZZA INC	\$106.17	MEETING MEALS
O'REILLY AUTO PARTS	\$35.46	SPOUT/TOWELS
PATTON, ROBERT L.	\$25.20	MILEAGE
PERKINS OIL CO	\$1,745.27	FUEL
PITNEY BOWES	\$1,120.41	EQUIPMENT LEASING FEES
PLUS ELECTRIC INC.	\$1,259.29	ELECTRICAL SERVICES
PRIORITY DISPATCH	\$6,225.00	LEASE RENEWAL
PROJECT LIFESAVER INTERNATIONAL	\$125.00	RECERTIFICATION CLASS
PUBLIC SAFETY CENTER, INC	\$269.70	EXAM GLOVES
QT POD	\$945.00	NETWORK ACCESS & SUPPORT AGREEMENT
QUILL CORPORATION	\$58.27	OFFICE SUPPLIES
RAWLINS AUTOMOTIVE	\$610.92	VEHICLE MAINTENANCE ITEMS
RAWLINS EYE CARE	\$3,100.00	VISION SERVICES
RENDEZVOUS LODGE LLC.	\$198.07	FUEL
RI TEC INDUSTRIAL PRODUCTS	\$195.00	MOLLY D
RICOH USA INC	\$737.67	PER CLICK CHARGES
RICOH USA, INC	\$2,709.39	COPIER LEASE
ROCKY MOUNTAIN POWER	\$5,622.27	ELECTRICAL SERVICES
RUTHERFORD, JOHN	\$49.00	FUEL
RYAN ELECTRONICS INC	\$4,127.88	MAINTENANCE CONTRACT FEE
SANOFI PASTEUR, INC.	\$69.64	VACCINES
SAPP BROS TRUCK STOPS, INC.	\$3,680.00	TIRES
SARATOGA AUTO PARTS, INC.	\$863.76	VEHICLE MAINTENANCE
SARATOGA SUN	\$495.00	ADVERTISING
SARATOGA, TOWN OF	\$150.96	WATER SERVICES
SCHAFFER MFG CO	\$1,205.56	OIL
SCHILLING & WINN PC	\$383.00	LEGAL SERVICES
SECURITY TRANSPORT SERVICES, INC.	\$1,417.50	TRANSPORTATION SERVICES
SHEPARD'S	\$3,254.79	FUEL
SHIVELY HARDWARE	\$5.28	BATTERIES
SNAKE RIVER PRESS	\$180.00	LEGAL ADVERTISING
STAPLES ADVANTAGE	\$50.29	ID HOLDER
STATE OF WYOMING A & I	\$4.99	MAINFRAME ACCESS
STODDARD, CURTIS T.	\$322.00	DENTAL SERVICES
SUPER VACUUM MANUFACTURING CO. INC	\$791.48	VEHICLE STRIPING
T.W. ENTERPRISES, INC.	\$855.60	JAIL GENERATOR REPAIR

TRUE VALUE OF RAWLINS	\$476.86	BUILDING REPAIR SUPPLIES
TYLER TECHNOLOGIES, INC	\$275.63	HOSTING FEES
U S POSTMASTER-RAWLINS	\$72.00	PO BOX RENEWAL
U W C E S	\$14,529.25	SALARY MATCHES
UNION TELEPHONE COMPANY	\$1,734.84	TELEPHONE SERVICES
US BANK	\$2,168.88	VARIOUS CHARGES
VALLEY FOOD & LIQUOR	\$8.00	WATER
VALLEY OIL COMPANY	\$472.87	FUEL
VERIZON WIRELESS	\$253.29	TELEPHONE SERVICES
VOLUNTEER FIREMEN PENSION FUND	\$1,380.00	VOLUNTEER PENSION
WATSON WELL	\$1,733.95	WELL
WEX BANK	\$523.82	FUEL
WILSON, MARGARET	\$24.00	PATCHES
WIMPENNY, ROBERT G DDS	\$1,000.00	DENTAL SERVICES
WLC ENGINEERING	\$252.00	JAIL PRINTS
WOODWARD & ASSOCIATES, INC.	\$910.00	FLOORING/INSTALLATION
WY BEHAVIORAL INSTITUTE	\$3,770.00	MEDICAL SERVICES
WY DEPARTMENT OF FAMILY SERVICES	\$10.00	GRANTS VW SURCHARGE 17-18
WY DEPT OF ENVIRONMENTAL QUALITY	\$825.00	SUBSIDENCE INSURANCE RENEWAL
WY DEPT OF TRANSPORTATION	\$711.53	ROAD & BRIDGE PROJECTS
WY MACHINERY COMPANY	\$1,352.68	EQUIPMENT REPAIRS
WY PUBLIC HEALTH LABORATORY	\$609.00	TESTING SERVICES
WY RENTS, LLC	\$220.00	GENIE LIFT RENTAL
YOCUM, LEO	\$24.00	MILEAGE
YOUNG, CHARLES MD	\$150.00	MEDICAL SERVICES
<b>Grand Total</b>	<b>\$157,771.05</b>	

## **CONSENT AGENDA**

Commissioner Espy moved to approve the consent agenda which includes the March 6, 2018 regular meeting minutes; Clerk of District Court receipts for February 2018 for \$3,369.20, and Planning and Zoning receipts for February 2018 for \$2,000.00. Commissioner Jones seconded and the motion carried unanimously.

## **Introduction Leadership Carbon County**

Chairman Johnson announced that Leadership Carbon County was present today. Cindy Wallace, Carbon County Economic Development Director and Pam Thayer, Rawlins Downtown Development Director introduced the group.

Sherry Shillinger, a member of a volunteer committee to cleanup Rawlins for the 150<sup>th</sup> territory celebration talked to the BOCC about a community challenge and challenged them to repair the entrance steps to the library at the Carbon Building. She stated she would also challenge the City Council to cleanup a lot across from the Carbon County Fairgrounds in Rawlins and noted the

committee would like both be completed by July 13. The BOCC agreed to take it under consideration.

### **Public Health**

Amanda Brown, Public Health Nurse and Jacqueline Wells Regional Public Health Supervisor asked the BOCC to review and approve their cash handling policy.

Commissioner Espy moved to authorize the chairman's signature on the Public Health Cash Handling Policy. Commissioner Chapman seconded and the motion carried unanimously.

Ms. Brown presented the Nurse Practitioner Agreement for approval with Crossroads Counseling Center, formerly LS Counseling. Each entity will do their own insurance billing and they will provide an array of services at the Public Health Office at the Carbon Building.

Commissioner Chapman moved to authorize the chairman's signature on the Nurse Practitioner Services Agreement with Crossroads Counseling Center. Commissioner Jones seconded and the motion carried unanimously.

Ms. Brown reported she will e-mail draft state contracts later today. The contract will cover all services rather than having individual contracts for all public health services.

### **Buildings & Grounds**

Building Manager Jim Piche reported discussed rental rates for county buildings including the fairgrounds and the Jeffrey Center. Both boards have approved these rates. Refundable deposits were raised to cover cleanup if needed. He asked for the BOCC's approval.

Commissioner Jones moved to approve county rental rates effective immediately. Commissioner Chapman seconded and the motion carried unanimously.

Mr. Piche reported that plan review is underway and bids will be accepted at the county clerk's office through April 22 when they will be publically opened. He reported he will complete the steps at the library per the challenge issued today by July the deadline.

### **Assessor**

Cheryl Ross, County Assessor presented the T.Y. Pickett renewal proposal for industrial appraisal. She asked the BOCC to waive the procurement policy due to the long standing relationship with Pickett and their knowledge of Carbon County. Chairman Johnson asked if there are other qualified companies that could perform the same service and Ms. Ross stated she is not aware of any other assessor that uses anyone else in Wyoming but there may be other companies that provide similar services.

Commissioner Jones moved to waive the procurement policy and enter into an agreement with T.Y. Pickett for industrial appraisal services for three years in the amount of \$47,500.00 per year. Commissioner Espy seconded and the motion carried unanimously.

### **Sheriff**

Sheriff Archie Roybal discussed a potential memorandum of understanding with the WY State Penitentiary (WSP) to assist with perimeter patrols. Attorney Davis explained that any deputies that want to could apply with the WSP and be employed by them for the duties. Clerk Bartlett asked why the county must have an agreement to allow employees to have a second job and the Sheriff reported that per his policy he must approve such employment.

Commissioner Espy moved to allow the Sheriff to authorize his employees to work for the Wyoming State Penitentiary as needed. Commissioner Chapman seconded and the motion carried unanimously.

Mr. Roybal also discussed Modification to Grant or Agreement with the US Forest Service adding additional funding to the agreement.

Commissioner Jones moved to authorize the Chairman's signature on the Modification to Grant or Agreement with the US Forest Service for additional funding for patrol of forest service property. Commissioner Chapman seconded and the motion carried unanimously.

### **Buildings & Grounds**

Mr. Piche reported that Job Corps has not been renting the Carbon Building anymore and rent from November through current was not received. He noted that there are several office suites in the Carbon Building available for rent currently and he will advertise these.

### **Fire**

John Rutherford, County Fire Warden presented the State Fire Assistance Grant Application for approval.

Commissioner Davis moved to authorize the chairman's signature on the State Fire Assistance Grant Application with Wyoming State Forestry Division in the amount of \$5,000.00. Commissioner Jones seconded and the motion carried unanimously.

### **Planning & Development**

County Planning Director Sid Fox reported that after the last meeting he notified landowners within five miles of the Aspen Alley Ranch about the Salvation Army's request for a conditional use permit. He also advertised the April 3 hearing. Commissioner Davis reported he reviewed the groups Estes Park site that they spoke about last meeting and it appeared to be different than that was presented. Mr. Fox asked if there was anything specific the BOCC wanted answered and the BOCC suggested an annual review however no other specifics were identified.

Mr. Fox reported the shared City/County GIS position has begun and the employee is keeping track of her time at each office. Clerk Bartlett will bill the City quarterly for her time.

The US Forest Service is soliciting comments for timber management around Ryan Park and his staff attended the public meeting in Saratoga last week. Mr. Piche reported Forest Road 231 will likely have an active commercial logging operation.

Mr. Fox reported HB0014 passed regarding extraterritorial jurisdiction and will provide the BOCC with more authority. The bill is effective January 2019 and he will modify procedures accordingly.

### **Attorney**

Ashley Mayfield Davis, Deputy County Attorney asked for the BOCC to reach a final decision on the suit being brought by Jason Ochs of the Ochs Law Firm regarding the opiate crisis. Mr. Ochs has met with Teton County who may be on board however she was unsure. She would like to bring a contract to the BOCC to vote on at the next meeting.

Ms. Davis will attend tonight's South Central WY Emergency Medical Service meeting tonight.

### **Road & Bridge**

Bill Nation, Road & Bridge Superintendent reported his crews are blading as moisture assists. Oftedal crews are working on the Ekola Bridge currently and they will finalize an agreement with a landowner on land exchange and gravel purchase. The bridge is expected to be completed around the end of July. The old bridge will need to be disposed of and Mr. Nation suggested using the procurement policy to dispose of this by advertising for sealed bids. He sees no benefit to the county to maintain this. There was discussion from Commissioner Davis that timing will be important ensure a crane will be available and Mr. Nation stated they would like to come with a proposal at the next meeting.

Commissioner Espy moved to authorize the Chairman's signature on a Road Use Agreement with Pacificorp for County Road 121, the Ekola project after attorney and BOCC approval. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Espy moved to declare the Ekola Bridge surplus property when the new bridge is installed and ready for use and offer it to entities per the county's procurement policy then make it available for competitive bid with a minimum bid amount of \$5,000.00. Commissioner Chapman seconded and the motion carried unanimously.

Mr. Nation reported that the Sage Creek Road preconstruction meeting will be April 4 with W.W. Clyde as the low bidder. The snow blower and loader will be ready and the road will be opened by his department when the contractor chooses then the contractor will be responsible to clear snow for access themselves.

## **Clerk**

County Clerk, Gwynn Bartlett presented reappointment board applications for Dennis Carpenter to the Old Penitentiary Joint Powers Board and Lee Ann Stephenson, Cynthia Chace, and Barbara Moss to the Senior Services Board. She reported no applications were received for the Jeffrey Center Board or the Senior Services Board for the Elk Mountain area.

Commissioner Davis moved to reappoint Dennis Carpenter to the Old Penitentiary Joint Powers Board to a three year term expiring April 2021, Senior Services Board - Lee Ann Stephenson for the Encampment area, Barbara Moss for the Dixon/Savery area and Cynthia Chace for the Medicine Bow area, all for three year terms expiring March 2021. Commissioner Espy seconded and the motion carried unanimously.

Ms. Bartlett presented the NOVO Benefits Client Services Agreement, Business Associate Agreement, Schedule of Services and Fees and Statement of Transparency for approval.

Commissioner Jones moved to authorize the chairman's signature on the NOVO Benefits Client Services Agreement, Business Associate Agreement, Schedule of Services and Fees and Statement of Transparency. Commissioner Chapman seconded and the motion carried unanimously.

Ms. Bartlett presented a Deed for the Weed and Pest Building from Carbon County to the Carbon County Weed and Pest Control District. Weed & Pest had a purchase agreement from the 80's that was to deed the property to them however at that time WY law did not allow them to own property. The legislature changed the law in 2011 to allow them to own property therefore they have requested ownership.

Commissioner Espy moved to authorize the chairman's signature on the Warranty Deed and Statement of Consideration for the Weed and Pest Building from Carbon County to the Carbon County Weed and Pest Control District, specifically Lot 57 Airport Business Park Addition to the City of Rawlins. Commissioner Chapman seconded and the motion carried unanimously.

Gwynn explained that the Boswell Springs project is set to pay the county's portion starting approximately May/June of this year. Payments will vary over the term through September 2019 and will include amounts for South Central WY Emergency Medical Services and the Medicine Bow Rural Healthcare District. She asked if the BOCC wanted to pay these two entities a percentage of each payment through the term or pay their complete amounts out using the first three payments. SCWEMS's total is \$240,095.00 and MBRHCD is \$150,000.00. Chairman Johnson stated he would prefer to take care of these early on as each is having financial difficulty. The BOCC agreed however they asked to table the issue after Treasurer Bentsen asked what would happen to SCWEMS assets should they dissolve. Attorney Davis stated assets would be distributed to each member entity.

## **Commissioners**

The BOCC appointed Commissioner Espy to the Courthouse Security Committee.

Chairman Johnson stated he would like to move discussion of the Courthouse and Carbon Building long-term planning until later today.

### **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 10:56 a.m. with Ashley Davis, Jim Piche and Gwynn Bartlett to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Chapman seconded and the motion carried unanimously.

Jim Piche left the session at 11:08 a.m.

Commissioner Espy moved to come out of executive session at 11:08 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Chapman seconded and the motion carried unanimously.

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

Dana Barnett, Chief Executive Officer and Michelle Keplinger, Chief Financial Officer for Memorial Hospital of Carbon County reported on January 2018 financials. There was no board member present. Mr. Barnett reported the strategic planning continues and they have a work session March 29 at 6:00 p.m. He also updated the BOCC on provider recruiting/hiring.

### **Power Company of Wyoming**

Kara Choquette, Director of Communications for Power Company of Wyoming provided updates on the Chokecherry and Sierra Madre project and the Transwest project.

For Transwest they have received the Record of Decision from the Bureau of Reclamation and the US Forest Service. This means over 2/3 of the project area route has been approved. Next was to acquire necessary easements over state and private land and necessary state and county permits, both of which are underway. They anticipate filing for the Industrial Siting Permit later this year. 55 miles of the line and the northern terminal will be in Carbon County with approximately 37 miles in Sweetwater County. Part of the BLM notice to proceed requires county and state permits so if all goes well they may be able to begin construction late 2019 or early 2020.

She reported that public notices for a mining permit were published previously for a necessary permit for Chokecherry and Sierra Madre projects and more public notices will be forthcoming. The windfarm EIS was completed in 2012, phase II development is progressing through the EIS. The BLM has completed a determination of NEPA adequacy and the next step is to complete the plan of development for Phase II wind turbines and submit to the BLM this summer. This is the final piece of site specific environmental analysis.

Phase I construction began 2016 and over 40 miles of roads and supporting infrastructure has been completed and the right of way has been granted for wind turbine pads and construction

will continue as the BLM allows in April. Wind farms must post reclamation and decommissioning bonds and they have posted over \$90 million in bonds to date for these projects and they expect over \$265 million in bonds total. Oftedal Construction was the contractor the first two years and they have selected another contractor after bidding, Mortensen Construction will continue the work.

This spring they will tag 50 sage grouse to continue to gather habitat data to assist with turbine location and as part of their research about how this species responds to wind development.

Finally, Ms. Choquette reported that the WY Industrial Siting Division says \$276,000 in impact assistance has been distributed as the previous agreement allowed with approximately \$87,000 to Carbon County.

Commissioner Chapman confirmed wind towers will still be offloaded in Carbon County therefore taxed in the county.

### **Carbon County 2009 Specific Purpose Joint Powers Board**

Cindy Baldwin and Irene Archibald of the Carbon County 2009 Specific Purpose Joint Powers Board discuss calling of the Specific Purpose Tax Bonds. Cindy reported the county's 2010B bonds could be paid off this year, 4 years early.

Irene reported the board's duties are to administrate the 2009 and 2010 bonds after the voters approved the 2008 specific purpose tax. The county's project was hospital improvements and eight municipalities also bonded. Two sets of bonds were issued, Series A and B. Series C was bonded at the same time but not tied to the tax. It was issued to payoff a loan the county has for improvements at the hospital. They will be done with this Series C bond June this year.

Series A was issued 2009 and became callable in 2016 so the JPB paid \$6 million on that particular issue and in 2017 they paid an additional \$1 million. They become fully payable in 2020 however if not June 2018, maybe December 2018 they may be paid in full. \$5,925,000 are due on these bonds and if paid in June the total would be \$6,120,638 including interest and trustee fees. Currently through February 2018 the County Treasurer is holding \$3,208,834 in specific purpose tax funds plus there is \$2,254,251 in a reserve held by US Bank. These funds can be used to pay off bonds. They anticipate collections March-May 2018 of \$572,094.00. With all these funding sources they will be short \$85,458.73 to pay off all bonds if taxes come in as proposed. The JPB has approached municipalities about paying these off early.

Series B, county bonds were issued in 2010 and become callable in June 2018 therefore no extra funds have been used to call any of them. The current balance is \$5,440,000 and if paid off this June the total would be \$5,628,444 with interest and trustee fees. The County Treasurer is holding \$4,230,991 plus a US Bank reserve of \$816,331 and collections are anticipated at \$229,410 making them \$261,711 short to pay these off June 2018.

Approximately 42% of the interest payments of \$193,474.50 on Series A and \$187,720.00 for Series B will be refunded approximately 30 days after the June 2018 payment. This will equate to \$79,552 to the county in July and could be refunded to the county if bonds were to be paid off.

Funds to pay off bonds must be sent to the trustee by May 30, 2018. One series could be paid off independent of the other and if not paid the interest rate is 6.54%. The tax will continue to be collected until a sufficient amount is collected to pay off the bonds or repay the municipalities and/or the county. So, if the county paid off the bonds early, it would be reimbursed with tax collections until fully reimbursed, this would likely be August 2018. The county can only give notice to the WY Department of Revenue 60 days prior to the beginning of a quarter, likely October 2018. Anything collected after October would be held by DOR and held by the County Treasurer for one year then it is redistributed by percentage.

The JPB would like to know by end of April if the county would like to pay off Series B bonds on June 15.

### **Fair Board**

Bobbie Herman, Corson Kerbs and Anna Helm Fair Board members were present to discuss a Memorandum of Understanding with the BOCC regarding use of fair property, employees and rental fees. The proposed MOU addresses rental income and maintenance of fairgrounds property.

Ashley Davis distributed a draft MOU from the Fair Board. Chairman Johnson reported that he and Commissioner Espy attended a fair board meeting however no decisions were made, this is simply a draft.

The Fair Board would like to retain all rental fees from the fairgrounds and ultimately the BOCC asked Ms. Davis to write it that as all revenue from building rentals come to the county into a fair rental fee fund then all collections will be paid to the Fair Board quarterly up to \$30,000.00 and anything above \$30,000 will go to the county to be earmarked for use at the fairgrounds.

### **Ryan Electronics**

Greg Ryan discussed a letter he sent to the BOCC last week stating his company, Ryan Electronics, would no longer provide contract radio service to the county as of July. Between May and July services will be performed on a time and materials billing basis rather than under a contract. He mentioned an employee of his, Yancey Allison will likely be starting his own business and could possibly take over the services.

Most radios the county has are in county buildings however there is a lease with the Elk Mountain Ranch to service equipment. One radio is in Ryan Electronics building on the east side of Elk Mountain. He owns five total towers that the county uses.

Mr. Ryan will continue to maintain all the sites he owns and others will go with the maintenance contract. Clerk Bartlett asked if the county has formal written leases for the radio tower sites and

nobody knew. Mr. Nation thought it was a handshake deal years ago. Mr. Ryan stated the county pays \$150 per month per transmitter at each site and that the maintenance contract covers most of those things. The equipment added to the contract since each budget year and equipment purchased from another vendor is not covered by the maintenance contract.

The BOCC asked Bill Nation, Archie Roybal and John Rutherford to meet with Gregg Ryan to make a plan to move forward.

### **Long-Term Planning for Carbon Building & Courthouse**

There was discussion of how to proceed with planning for the future use and potential remodel of the Courthouse and Carbon building. Mr. Piche feels that architects need to be hired with a Request for Proposal and he feels the building committee could come up with such a document.

Commissioner Chapman recused himself from the discussion as he rents office space.

Mr. Piche feels Voorhis is proposing many open ended tasks and it concerns him on price. He feels this needs tightened up. He feels engineers should be involved from the start. Clerk Bartlett reported that according to her e-mails with Voorhis the architect is involved from the beginning and the drawings become more detailed as we progress.

Commissioner Espy moved to waive the procurement policy and proceed with Voorhis proposal using special project funds. Commissioner Jones seconded and the motion carried with all voting for except Commissioner Chapman who recused himself.

Mr. Piche clarified that he would be the main contact with Voorhis and the BOCC stated it would be and if there were issues

Commissioners Davis and Johnson volunteered to be on the building committee.

### **Commissioners**

Commissioner Chapman volunteered to be the hospital liaison.

### **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 3:16 a.m. with Ashley Davis, Sid Fox and Gwynn Bartlett to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Chapman seconded and the motion carried unanimously.

Commissioner Espy moved to come out of executive session at 3:26 p.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 3:26 p.m. Commissioner Chapman seconded and the motion carried unanimously.

A regular meeting of this Board will be held April 17, 2018 at 2:00 p.m. at the Medicine Bow Senior Center, 520 Utah St., Medicine Bow, 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.