

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Monday, February 10, 2020  
Postponed from February 2, 2020  
Carbon County Courthouse, Rawlins, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Monday, February 10, 2020 at 9:00 a.m. at the Carbon County Courthouse, Rawlins, WY. Attending the meeting were; Chairman, John Johnson, Vice Chairman, Sue Jones, John Espy, Travis Moore, and Byron Barkhurst.

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 Espy moved to approve payment to Sunrise Sanitation for \$68.00. Commissioner Moore seconded and the motion carried with all voting for the motion except Commissioner Jones who abstained due to personal conflicts.

Commissioner Espy moved to approve the report of expenditures in the amount of \$763,102.53 for an aggregate total today of \$763,170.53. Commissioner Moore seconded and the motion carried unanimously.

Vendor	Detail Line Description	Total
307 PROFESSIONAL CLEAN LLC	COUNTY CLEANING	\$10,485.00
ACME ELECTRIC COMPANY, LLC	ELECTRICIAN SERVICES AT CORONERS BLDG	\$4,003.57
ALBRECHTSON, MARY KAY	BAILIFF FEES	\$75.00
APEX COMMUNICATIONS	MISC COMMUNICATIONS EQUIP/SERVICES	\$22,553.11
APG MEDIA OF THE ROCKIES	PUBLIC NOTICE SUBSTANTIAL COMPLETION	\$135.00
ARCA SEARCH	COMPASS RESEARCH SYSTEM ANNUAL FEE	\$2,180.00
AVFUEL CORPORATION	FUEL PO# S.JONES 2	\$11,181.91
AXIS FORENSIC TOXICOLOGY, INC.	LAB FEES	\$239.00
AYALA, MEGAN	MEALS/MILEAGE	\$184.00
BAGGS, TOWN OF	WATER SERVICES	\$15.00

BANK OF MONTREAL - MASTERCARD	MISC CHARGES	\$16,613.83
BEACH, HOMER	SNOW PLOWING AT RPVFD	\$840.00
BIG HORN ROOFING, INC	J ESPY 01/29/20 #1 JEFFERY CENTER ROOF	\$95,145.07
BI-RITE SPORTING GOODS	DEPUTY SUPPLIES	\$139.97
BLACK HILLS ENERGY	HEATING SERVICES	\$15,993.31
BOB BARKER COMPANY, INC.	JAIL INMATE CLOTHES	\$1,832.03
BROWN, AMANDA	STATE PANDEM FLU	\$45.00
BUILD RITE LUMBER COMPANIES	MISC PLUMBING SUPPLIES	\$1,015.57
BULBS.COM	LIGHTBULBS	\$465.86
CARBON CO. HIGHER EDUCATION CENTER	GRANTS MCH 19-20	\$975.00
CCSD #2	MED BOW LIBRARY RENT	\$10.00
CASPER WINNELSON CO	CLAMP	\$18.50
CDW GOVERNMENT, INC.	IT SUPPLIES	\$13,040.72
CMI-TECO	DEF FLUID	\$61.02
CNA SURETY	K. REDDING BOND	\$200.00
COUCH II, WAYNE M.D	JAN 2020 SERVICES PROVIDED	\$1,600.00
COWBOY CHEMICAL	JAIL LAUNDRY SUPPLIES	\$1,058.80
CULLIGAN WATER CONDITIONING	EXTRA COARSE SALT DELIVERED	\$1,058.00
DALLIN MOTORS INC	MIRROR REPLACEMENT	\$273.45
DEPARTMENT OF HEALTH	QTR PAYMENTS	\$79,754.20
DIRTY BOYZ SANITATION, INC	TRASH SERVICES	\$1,546.00
DIXON, TOWN OF	WATER SERVICES	\$308.00
DOMINION ENERGY	ELECTRIC SERVICES	\$361.44
DRUMMOND REFRIGERATION LLC	ICE MAKER REPAIR	\$4,842.50
ECONO SIGNS, LLC	NO WINTER MAINTENANCE SIGNS	\$2,207.20
ELK MOUNTAIN, TOWN OF	WATER SERVICES	\$267.92
ENCAMPMENT, TOWN OF	WATER SERVICES	\$96.00
ENCARTELE	INMATE PHONE CARDS	\$4,000.00
E-Z LIFT GARAGE DOORS	SINGLE BUTTON REMOTES CORONERS BLDG DOORS	\$100.00
FIRED UP RESCUE	HANNA FIRE COAT AND PANTS	\$3,872.00
FURTHER	HRA REIMBURSEMENT 2019	\$6,062.27
GALLS/QUARTERMASTER	NAMEPLATE/DEPUTY UNIFORMS	\$101.00
GRAINGER	MISC PARTS	\$594.82
GRAPHIC BUSINESS SOLUTIONS, LLC	BUSINESS CARDS	\$320.00
GREATER WY BIG BROS/SISTERS	COUNTY PREVENTION SERVICES JAN 1-31 2020	\$10,043.73

HAHN CONSTRUCTION	INSTALL PRIME DOOR CORONERS BLDG	\$600.00
HANNA, TOWN OF	WATER SERVICES	\$247.96
HIGH DESERT WELDING & MACHINE LLC	CUT ANGLE ON CORONERS BLDG	\$224.79
HIGH PLAINS POWER	ELECTRIC SERVICES	\$473.97
IML SECURITY SUPPLY	RIM CYLINDER HOUSING	\$77.16
INTERSTATE ALL BATTERY CENTER	6V FASTON	\$121.50
IRON J TOWING	TOW SERVICES	\$310.00
JACK'S BODY & FENDER REPAIR	SERVICE CALL	\$50.00
JOHNSTON, RANAE	MILEAGE	\$69.00
KARI, DALE	MILEAGE	\$27.60
KENCO SECURITY AND TECHNOLOGY	MONTHLY MONITORING	\$83.00
KILBURN TIRE COMPANY	OIL/OIL FILTER	\$40.83
KINETIC LEASING	2 2018 RAM 1500 & 2 2018 FORD F250 LEASE PAYMENT CAR5683-111	\$32,156.00
KOSTOVNY, MARK	MILEAGE	\$25.20
KTGA/KBDY	RADIO ADS	\$40.00
L N CURTIS & SONS	HANNA RESCUE TOOLS	\$8,561.23
LARAMIE FIRE EXTINGUISHER	YEARLY INSPECTION	\$859.00
LARIMER COUNTY CORONER	AUTOPSY FEES	\$250.00
LONG BUILDING TECHNOLOGIES, INC.	J ESPY 1/29/2020 #3 JAIL CAMERAS	\$19,464.00
MARTIN-RAY	JAIL WASHER/TRANSPORTATION CHARGE	\$11,583.00
MARTZ, LADESSA	FINGER PRINTS	\$5.00
MCKESSON MEDICAL-SURGICAL	MISC JAIL MED SUPPLIES	\$1,522.40
MEDICINE BOW, TOWN OF	WATER SERVICES	\$409.00
MEMORIAL HOSPITAL OF CARBON COUNTY	EMERGENCY DETENTIONS 3374228	\$5,555.68
MERBACK AWARD COMPANY	PLAQUE ENGRAVING	\$99.78
MERCEDES TRANSCRIPTION, INC	TRANSCRIPTION SERVICES	\$81.18
MERSEAL LAW, LLC	LEGAL SERVICES	\$7,510.00
MID-AMERICAN RESEARCH CHEMICAL	URONIC SALT REMOVER	\$133.35
MORTECH MANUFACTURING COMPANY	AUTOPSY TRAYS/HYDRAULIC LIFT	\$11,284.00
MOTOROLA SOLUTIONS	SOFTWARE	\$8,965.00
MPM CORP / EVERGREEN DISPOSAL	TRASH SERVICES	\$130.00
MY OFFICE ETC.	FOLDERS/INK STAMP	\$96.50

NORCO, INC.	NITROGEN/ACETYLENE	\$47.86
O'REILLY AUTO PARTS	WIPER BLADES	\$45.54
PARTSMASTER	RAWLINS SHOP SUPPLIES	\$2,133.15
PATTON, ROBERT L.	MILEAGE	\$27.60
PERKINS OIL CO	FUEL	\$4,638.86
PERUE PRINTING	ENVELOPES	\$129.00
PLATTE VALLEY PLOWIN	PLOW CALL OUT	\$50.00
PMCH	CONSULTING SERVICES	\$15,998.00
PUBLIC SAFETY CENTER, INC	JAIL BATTERIES/ GLOVES	\$292.00
QUILL CORPORATION	MISC OFFICE SUPPLIES	\$892.87
RAWLINS AUTOMOTIVE	MISC PARTS	\$1,358.22
RAWLINS EASTSIDE CARWASH	WASH CARD	\$33.30
RAWLINS, CITY OF	PEDRO MOUNTAIN/WATER SERVICES	\$48,498.89
RICOH USA, INC	IT COPIERS	\$6,150.27
ROCKY MOUNTAIN POWER	ELECTRIC SERVICES	\$16,328.38
RODABAUGH, SHERRY	BAILIFF FEES	\$75.00
SARATOGA AUTO PARTS, INC.	ANTIFREEZE	\$38.97
SARATOGA FEED & GRAIN	PARTS	\$129.52
SARATOGA SUN	MISC ADS	\$1,233.00
SARATOGA, TOWN OF	WATER SERVICES	\$157.00
SCHAEFFER MFG CO	ENGINE OIL	\$1,120.35
SHEPARD CONSTRUCTION INC	MEDICINE BOW SHOP	\$118,197.00
SHEPARD, SHANDRA NP	REPRODUCTIVE HEALTH	\$150.00
SHEPARD'S	FUEL	\$4,575.21
SHIVELY HARDWARE	MISC PARTS	\$749.44
STAPLES ADVANTAGE	MISC OFFICE SUPPLIES	\$363.05
STATE OF WYOMING A & I	MAINFRAME	\$3.87
STINKER STORES, INC.	FUEL	\$268.91
SUMMIT FOOD SERVICE	JAIL MEALS	\$13,560.39
SUNRISE SANITATION SERVICE, LLC.	TRASH SERVICES	\$68.00
SUPER VACUUM MANUFACTURING CO. INC	GRAPHICS	\$537.17
SWANSON SERVICES CORPORATION	JAIL COMMISSARY	\$3,361.10
TERMINIX	PEST MONTHLY EXTERMINATION	\$175.00
T-O ENGINEERS	DWX MASTER PLAN	\$71,307.86
TREVATHAN, SABRINA RMR	TRANSCRIPTION SERVICES	\$80.40
TRIANGLE HEATING, INC.	ROOFTOP HEATING INSTALL/ AC UNIT	\$8,040.00
TRUE VALUE OF RAWLINS	MISC SUPPLIES	\$399.05
US BANK	MISC CHARGES	\$6,702.38

WEX BANK	SHERIFF VEHICLE EXP FUEL	\$132.11
WILSON, MARGARET	18 PATCHES	\$72.00
WRECK-A-MEND	SHERIFF VEHICLE REPAIR	\$7,296.52
WY MACHINERY COMPANY	BEARING	\$412.86
WY SECRETARY OF STATE	D. ROBINSON RENEWAL FEE FOR NOTARY	\$30.00
WY STATE FIREMEN'S ASSOCIATION	2020 ANNUAL DUES	\$75.00
WYOMING DISPOSAL SYSTEMS	TRASH SERVICES	\$240.00
YOCUM, LEO	MILEAGE	\$24.00

### **CONSENT AGENDA**

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. The consent agenda includes the January 21, 2020 regular meeting minutes, monthly receipts from County Planning in the amount of \$190.00, monthly receipts from Clerk of District Court in the amount of \$4,949.00, monthly receipts from the Carbon County Clerk in the amount of \$22,649.25, a bond for Alice M. Clark, Trustee for the Medicine Bow Rural Health Care District, in the amount of \$5,000.00, a bond for John Hansen, Treasurer for the Predator Management District Board, in the amount of \$10,000.00, a bond for Randy Arnold, Treasurer for Saratoga, Encampment, Rawlins Conservation District, in the amount of \$100,000.00, a bond for Cynthia A. Chase, Board member for Medicine Bow Rural Health Care District, in the amount of \$5,000.00 and a bond for Linda Crane, Clerk/Treasurer for the Town of Elk Mountain, in the amount of \$25,000.00. Commissioner Moore seconded and the motion carried unanimously.

### **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session with Ashley Davis and Clerk Bartlett to discuss personnel, potential litigation and other matters considered confidential by law at 9:03 a.m. Commissioner Moore seconded and the motion carried unanimously.

Commissioner Espy moved to come out of executive session at 9:19 a.m. noting no action was taken and the minutes be signed and sealed as written. Commissioner Moore seconded and the motion carried unanimously.

### **ELECTED OFFICIALS & DEPARTMENT HEADS**

#### **Fire**

John Rutherford, Fire Warden again discussed the potential hiring of a full-time Emergency Manager and full-time Fire Warden totaling just over \$101,000 annually including benefits. Interim Emergency Manager and Assistant Fire Warden Ron Brown was also present. John discussed reasons for the request of having the positions both be full-time. In general he feels a part-time warden doesn't have the time to commit to competent decisions and oversight to protect the county.

John Zeigler, BLM Assistant Fire Management Officer talked about the county's need for such request. Commissioner Espy asked Mr. Zeigler out of all of the counties that the BLM deals with how many of them have full-time fire wardens. He replied that one doesn't however four others do and it typically depends on the fire load and that Carbon County has a large fire load. Commissioner Moore asked with the ISC rules, did Mr. Zeigler think that the county should have a full-time warden. Mr. Zeigler replied that with the various chiefs in the county it would streamline communication to have a full-time chief available on incidents.

Rawlins Chief Wesley Trapp spoke in support of the request. He complimented Fire Warden Rutherford and Assistant Fire Warden Ron Brown on their efforts however noted their time is very limited. He felt like a full-time warden could better supervise and provide more proactive programs.

Ron Brown discussed the county's lack of plans and how they could be improved with a full-time warden and emergency manager. Mr. Rutherford again requested these be full-time positions.

Chairman Johnson asked when the pair would like to move forward and if both would be advertised at the same time. Mr. Rutherford stated that fire and flood seasons are coming and it would be nice to have the positions filled therefore the quicker the better.

Commissioner Barkhurst stated that he feels like there is more to the back side of the request and he would like to see a fire district created personally and he supports EMS coordination with the fire service.

Commissioner Moore clarified that the two existing positions total one full-time and one of those had benefits therefore the county is only creating one position. The BOCC determined it would like to move forward now to fill the positions before fire and flood seasons. Rutherford noted he is not interested in either position and will remain at his full-time job with the city. The interview committee will consist of current Warden Rutherford and Commissioners Moore and Barkhurst.

### **Sheriff**

Archie Roybal, Sheriff requested the Chairman's signature on the Cooperative Law Enforcement Agreement between the Sheriff Office and the Forest Service. The agreement calls for the county to provide patrol on Forest Service lands and receive \$8,000.00 reimbursement.

Commissioner Jones moved to approve the Chairman's signature on the Cooperative Law Enforcement Agreement between the Carbon County Sheriff's Office and the USDA, Forest Service Medicine Bow-Routt National Forests and Thunder Basin National Grassland and Exhibit A – 2020 Annual Operating and Financial Plan in the amount of \$8,000.00 including Exhibit A. Commissioner Moore seconded and the motion carried unanimously,

Sheriff Roybal requested approval to purchase a 2017 Chevy Trax for the victim's advocate in the amount of \$15,000.00. The BOCC approved the request.

Sheriff Roybal reported that he has two open deputy positions and Captain Bisceglia will be retiring after more than twenty years. John Moore and Ben Opfar were promoted to patrol sergeant. His office also just purchased a used Tahoe for the K9 unit. They have been busy with search & rescues.

Chairman Johnson asked what the county can do to help educate individuals to not run gates on closed roads. Sheriff Roybal said when highways are closed individuals try to proceed on other routes and the county may need to start charging those individuals. Chairman Johnson highly encouraged him to charge individuals as he can for the search and potentially even ticket those individuals.

### **Medicine Bow Complex**

Commissioner Barkhurst moved to approve the Chairman's signature on the Amendment No. 4 to Professional Service Agreement with Engineering Associates regarding Medicine Bow Complex adding the amount not to exceed \$106,000.00 to the agreement. Commissioner Espy seconded and the motion carried unanimously.

### **FAIR BOARD**

Bobbie Wagner and Janel Thayer discussed improvements they would like to see at the fairgrounds. Priority one is a horse barn and they would like to join the fair board to see this completed by fair this year. They propose purchasing the building and electrical but look for fundraising for the stalls by naming a stall after a donor. The estimated cost is \$106,843.31 with a proposed split for half the fair.

Gwynn noted that the new economic development director is working with the Fair Board on a WY Business Council grant application for the horse barn and many other items. EDC is on the BOCC's next agenda to hold a public hearing if the BOCC wants to move forward as the sponsor. She did mention that the WBC representative seemed to encourage the county to wait until the next cycle and Gwynn noted her concern that a grant award doesn't come until June and contracts come thereafter which wouldn't leave enough time to have any work done prior to fair anyway.

Commissioner Espy stated the horse barn needs done sooner than later. Commissioner Jones thought the county should wait for the grant for the next cycle and include some other items but move forward now with the horse barn. Commissioner Espy agreed the grant should wait until the next cycle.

Ms. Wagner stated that contractors need to know by around March 1 if the county wants to move forward. The building would take approximately 1 week to construct. She said the board was hoping for stalls for fair with each one costing around \$400-\$600 each or even up to \$2,300.00.

Mr. Piche stated he has two quotes and they are only \$3,000 apart. Clerk Bartlett asked if the fair board would ask the county to pay for the stalls if they don't get proper fund raising in time and Bobbie said that if the new horse barn is there they think they can get the fundraising. Most people do not leave horses at the fairgrounds so for this year it could be built without stalls. Gwynn confirmed with Mr. Piche that the budget number is solid and he thinks the building can be built for that with no overruns. Clerk Bartlett asked if the county could purchase the building directly to save on sales tax and Mr. Piche didn't think it would be beneficial.

Commissioner Barkhurst suggested increasing the overnight stall rent from \$5 to \$20 per horse per night. He suggested that the county see the entire plan for all improvements prior to making a decision on this.

### **CHEYENNE HOUSING AUTHORITY – GREG HANCOCK, EXECUTIVE DIRECTOR**

Greg Hancock, Executive Director, Cheyenne Housing Authority (CHA), was present via telephone to present a resolution for Chairman's signature regarding the Welcome Home Wyoming Program. The Welcome Home Wyoming Program offers first mortgages and down payment assistance to borrowers throughout the State. They now provide the down payment assistance via a no interest second loan that is forgivable after 36 months. This is expected to lower the interest rate to the borrowers. Assistance is offered at levels up to 5% of the first mortgage amount. The Cheyenne Housing Authority does not use any bond capacity to fund the assistance for the program. The down payment assistance is provided by the value generated by the loans in the secondary mortgage market. In exchange for obtaining the down payment assistance, the borrowers accept a slightly higher interest rate than they would in absence of the assistance. There is no cost to the County for participation in the program. CHA pays the startup costs and the ongoing operational costs for the program.

Commissioner Jones moved to authorize the Chairman's signature on Resolution No. 2020-08, A Resolution of the Governing Body for Carbon County, Wyoming Providing Consent for the Housing Authority of the City Of Cheyenne, A/K/A The Cheyenne Housing Authority to Provide Second Loan Opportunities for the Purchase of Affordable Housing within Carbon, Wyoming by Qualifying Low to Moderate Income Households. Commissioner Barkhurst seconded and the motion carried unanimously.

### **RESOLUTION NO. 2020 - 08**

**A RESOLUTION OF THE GOVERNING BODY FOR CARBON COUNTY, WYOMING PROVIDING CONSENT FOR THE HOUSING AUTHORITY OF THE CITY OF CHEYENNE, A/K/A THE CHEYENNE HOUSING AUTHORITY TO PROVIDE SECOND LOAN OPPORTUNITIES FOR THE PURCHASE OF AFFORDABLE HOUSING WITHIN CARBON, WYOMING BY QUALIFYING LOW TO MODERATE INCOME HOUSEHOLDS.**

**WHEREAS**, available affordable housing in a community satisfies a basic human need for shelter, contributes the overall health and safety of a community and can attract and retain employees to your community, thus helping to stabilize populations within a community; and



**WHEREAS**, available affordable housing is essential to the economic vitality of all communities and the construction of affordable homes can help stimulate economic growth to that community; and

**WHEREAS**, the Housing Authority of the City of Cheyenne, a/k/a the Cheyenne Housing Authority was created by the City of Cheyenne, Laramie County, Wyoming in 1971 pursuant to the authority conferred in Wyoming State Statute §15-10-101; and

**WHEREAS**, Wyoming Statute §15-10-103(a)(vi) provides the Housing Authority of the City of Cheyenne, a/k/a the Cheyenne Housing Authority to make loans for the provision of housing for occupancy by persons of low income; and

**WHEREAS**, the Housing Authority of the City of Cheyenne, a/k/a the Cheyenne Housing Authority has created and developed the “Welcome Home Wyoming Program” to assist qualified households purchase affordable housing through a partnership with lenders and loan servicers since 2015; and

**WHEREAS**, the Housing Authority of the City of Cheyenne, a/k/a the Cheyenne Housing Authority desires to enhance and expand the “Welcome Home Wyoming Program” by providing a second loan option opportunity for qualified households in Carbon, Wyoming; and

**WHEREAS**, the Carbon County, as well as many other municipalities across the state are facing economic downturns, reductions in direct and indirect funding streams, and subject to a declining availability of affordable housing inventory units in our community; and

**WHEREAS**, there are no additional municipal costs or associated municipal undertakings required in extending the availability of the “Welcome Home Wyoming Program” to our great city; and

**WHEREAS**, municipalities are created statutorily and all rights are enabled through legislation; and

**WHEREAS**, Wyoming State Statute §15-1-105 provides that any powers capable of exercise by a municipality or county under this chapter may be exercised jointly and the area of operation of any municipalities, county or housing authority or any combination of these bodies operating jointly may be increased to include additional contiguous areas upon the request or consent, by resolution of the governing body of the municipality within which the additional area lies; and

**WHEREAS**, facilitating the ability and opportunities for low and moderate income households to purchase affordable housing within Carbon County, Wyoming, provides enumerable benefits to Carbon County, including but not limited to economic development, economic vitality, helps stabilize its’ population, provide stability for vulnerable families, helps reduce homelessness in addition to a plethora of other health and safety benefits to the community.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CARBON COUNTY, WYOMING** that the exercise within the corporal limits of Carbon County, Wyoming, by the Housing Authority of the City of Cheyenne, a/k/a the Cheyenne Housing Authority, to facilitate and provide second loan opportunities for the purchase of affordable housing by low and moderate income households is hereby consented to and the consent to the exercise of powers conferred herein shall remain in full force and effect until it has been withdrawn pursuant to formal action approved by a majority of the governing body hereto.

**PASSED, APPROVED, AND ADOPTED** this 10<sup>th</sup> day of February, 2020.

Carbon County a Wyoming

-s- Willing John Johnson, Chairman

ATTEST:

-s- Gwynn G. Bartlett, Carbon County Clerk

### **Building and Grounds**

Jim Piche, Buildings & Grounds Manager reported that last week at the jail there was an electrical issue when Rocky Mountain Power dropped one phase to the building. Generator power served the building to preserve equipment and it was fixed by that evening. A garbage disposal at the jail has failed as did the hot water heater at the Jeffrey Center.

### **Road and Bridge**

Road & Bridge Coordinator Kandis Fritz presented the Road and Bridge Snow Removal Policy for approval. The Policy is to keep the roads open, safe, and usable for all drivers, to the extent that the department possibly can. The policy covers the procedures Carbon County Road & Bridge will follow during the winter months for snow removal. The county published the plan and accepted public comment and she received two.

Ms. Fritz stressed that many roads are seasonal, this is Wyoming, the wind blows and individuals who live on a county roads are not guaranteed to get home at any time. She cannot guarantee any road will be open all of the time.

The two comments were regarding road approaches and that the county needs to clean those as they plow. She stated that they cannot take the time to clear each approach but they do their best when it's extremely deep.

Commissioner Espy moved to adopt the Carbon County Road and Bridge Snow Removal Policy. Commissioner Moore seconded and Commissioner Espy added that this policy will be a living document that will require amendment as time progresses. Commissioner Barkhurst stated this is an important step to make clear of what expectations are both ways. Chairman Johnson clarified that the secondary access road for the Town of Hanna, County Road 297, was pulled from the plan. The motion passed unanimously.

Ms. Fritz spoke about the possibility of the county purchasing a snow blower. She reached out to four vendors for snow blower pricing that could be placed on an IT62H loader. Prices received were as follows Cat was \$144,000.00 for a RPM blower with wireless capabilities and Kodiak \$148,000.00 however the loader would have to be taken to Idaho to be installed.

Commissioner Espy moved to waive the procurement policy due to an immediate need for equipment and purchase a RPM snow blower from WY Machinery in the amount of \$144,000.00 using Chokecherry impact funds. Commissioner Moore seconded and the motion carried unanimously.

Ms. Fritz also discussed the need for part-time positions during winters like this. Commissioner Moore asked her to clarify the need if these positions were on an as-needed basis or permanent

part-time. Ms. Fritz stated that this would be on an as-needed basis and the BOCC agreed this would be a good plan.

### **Attorney**

Chairman Johnson asked if Gateway and the associated Aeolus project was set to run year round because that is a large part of the reason for additional plowing needs in the Medicine Bow area. Attorney Davis agreed to look into this.

Carbon County Attorney, Ashley Mayfield stated the Y2 Consultants contract for the Natural Resource Management Plan is still under review but she did ask if there would be a steering committee appointed or not. Chairman Johnson thought one from each of the three conversation districts, one or two commissioners and the Planning Department should be involved. The BOCC agreed and Commissioner Barkhurst thought members of the public with interest should be incorporated somehow.

### **Clerk**

County Clerk Gwynn Bartlett reported a group in Saratoga is going to be circulating a petition to form a Museum District called the Saratoga Ryan Park Museum District. She explained the timeline and process.

Clerk Bartlett presented the Blue Cross Blue Shield agreement for them to prepare the summary of benefits coverage for the county's health insurance plan.

Commissioner Moore moved to authorize the Chairman's signature on Blue Cross Blue Shield Agreement Regarding Production and Distribution of Summary of Benefits and Coverage on Behalf of Plan (the county's health insurance benefit plan). Commissioner Barkhurst seconded and the motion carried unanimously.

Clerk Bartlett reported that she received a board application from Mandy Goodwin to be appointed to the Carbon County Library Board for an unexpired 3-year term ending June 2022.

Commissioner Jones moved to appoint Mandy Goodwin to this board for the unexpired term ending June 31, 2022. Commissioner Barkhurst seconded and the motion carried unanimously.

### **Commissioners**

Vice-Chairman Sue Jones presented the agreement for B. Jackson to do the runway repairs at the Dixon Airport for Chairman's signature. B. Jackson Construction was awarded the Dixon Airport Repair Runway 6/24 project bid at the December 17<sup>th</sup> Commissioner meeting, for an amount of \$405,689.60.

Commissioner Jones moved to authorize the Chairman's signature the agreement for B. Jackson for the Dixon Airport Dixon Airport Repair Runway 6/24 project in the amount of \$405,689.60. Commissioner Barkhurst seconded and the motion carried unanimously.

## **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session with Ashley Davis, Treasurer Patty Bentsen and Clerk Bartlett to discuss personnel, potential litigation and other matters considered confidential by law at 11:54 a.m. Commissioner Moore seconded and the motion carried unanimously.

Commissioner Espy moved to come out of executive session at 12:08 p.m. noting no action was taken and the minutes be signed and sealed as written. Commissioner Moore seconded and the motion carried unanimously.

## **Commissioners Discussion**

Commissioner Espy reported tentatively the Governor is set to sign the final Executive Order this week on the migration corridor. Commissioner Barkhurst stated he has had half a dozen people call him with frustration about the Governor's decision to not include the public in his decision on that matter.

Chairman Johnson reported on a proposed legislative bill regarding impact assistance payments. The WY County Commissioners Association is requesting information on how the counties are collecting information to submit a funding request.

Chairman Johnson asked if the north area of the county needs to be considered for an emergency declaration

Commissioner Barkhurst stated he was approached by a member of the USDA in Saratoga about the process for an emergency declaration and they may have funding available. Chairman Johnson also discussed a potential need in the northern part of the county.

## **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 12:20 p.m. Commissioner Moore seconded and the motion carried unanimously.

A regular meeting of this Board will be held Tuesday, March 3, 2020 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 or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.