

**REPORT TO THE
MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, April 7, 2020
Carbon County Courthouse, Rawlins, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, April 7, 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. Much of the meeting was held via telephone to social distance due to COVID-19.

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 Barkhurst 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 \$960,922.72 for an aggregate total today of \$960,922.72. Commissioner Moore seconded and the motion carried unanimously.

Vendor	Detail Line Description	Total
307 PROFESSIONAL CLEAN	COUNTY CLEANING	\$10,485.00
ACME ELECTRIC COMPANY	ELECTRICIAN SERVICES	\$902.63
ALSCO, AMERICAN LINEN DIVISION	SHOP SUPPLIES	\$220.22
API SYSTEMS INTEGRATORS	TROUBLESHOOT FIRE ALARMS	\$330.00
APPLIED CONCEPTS, INC	MISC SUPPLIES	\$3,097.50
BAGGS, TOWN OF	FEB 2020 RENT	\$150.00
BEST WESTERN COTTONTREE	WITNESS LODGING EXPENSES	\$480.00
BLACK HILLS ENERGY	HEATING SERVICES	\$16,190.51
BLAKEMAN PROPANE	HEATING FUEL	\$2,726.35
BUILD RITE LUMBER COMPANIES	MISC SUPPLIES	\$327.56
CARBON COUNTY FAIR BOARD	RENTAL FEES	\$600.00
CASPER STAR-TRIBUNE	MISC ADS	\$1,321.00

CIVIL AIR PATROL MAGAZINE	MAGAZINE SUBSCRIPTION	\$195.00
COMMONWEALTH OF MA EOT	DRIVING RECORD	\$15.00
COUCH II, WAYNE M.D	CARBON COUNTY HEALTH OFFICER	\$1,600.00
COWBOY CHEMICAL	LAUNDRY	\$656.85
COWBOY SUPPLY HOUSE	MISC SUPPLIES	\$3,388.11
COX, RICHARD	WITNESS EXPENSES	\$536.83
DBT TRANSPORTATION SERVICES LLC	QUARTERLY MAINTENANCE	\$1,667.44
DIRTY BOYZ SANITATION, INC	TRASH SERVICES	\$1,536.00
DIXON, TOWN OF	WATER SERVICES	\$308.00
DOI/BLM	CASPER DISPATCH FY 2020	\$1,000.00
DOMINION ENERGY	ELECTRIC SERVICES	\$265.92
ECONO SIGNS, LLC	ROAD SIGNS	\$398.10
EKM&P, INC. DBA VOORHIS ASSOCIATES, INC.	COURTHOUSE/CARBON BUILDING IMPROVEMENT PROJECT	\$149,033.16
ELK MOUNTAIN CONOCO	FUEL	\$401.37
ELK MOUNTAIN, TOWN OF	WATER SERVICES	\$65.50
ENCAMPMENT, TOWN OF	WATER SERVICES	\$96.00
ENGINEERING ASSOCIATES	PO # J. ESPY #2 PROJECT 18114 MED BOW SHOP	\$25,786.72
F & S TRUCKING, INC	GRAPPLER RENTAL	\$140.00
FATBEAM LLC	FIBERLINES	\$5,144.85
FEDEX	FEDEX EXPRESS SERVICES	\$25.18
FIRED UP RESCUE	HOSE	\$282.43
FLOYD'S TRUCK CENTER	CUTTING EDGE	\$739.10
FOLAND, SHERYL	VICTIM WITNESS MILEAGE	\$30.80
FRANCE, TARA	COURT REPORTER SERVICES	\$2,951.00
FRITZ WELDING & MACHINE, INC.	BUSHING FOR WING	\$200.00
FURTHER	HRA REIMBURSEMENT 2020	\$6,984.87
GLAXOSMITHKLINE PHARMACEUTICALS	VACCINES	\$2,892.65
GRAINGER	MISC PARTS	\$744.09
GRAPHIC BUSINESS SOLUTIONS, LLC	NOTARY STAMP	\$42.95
GREENWOOD MAPPING, INC	PARCEL MAPPING	\$2,681.25
HANNA, TOWN OF	WATER SERVICES	\$247.96

HANSON, ASHTEN	MILEAGE REIMBURSEMENT	\$30.80
HIGH PLAINS POWER	ELECTRIC SERVICES	\$440.76
IRON J TOWING	TOW FROM SEMINOE	\$450.00
JEFFREY CENTER BOARD	RENTAL FEES	\$125.00
JOHNSTON, RANAE	MILEAGE	\$58.00
KENCO SECURITY AND TECHNOLOGY	MONTHLY MONITORING	\$83.00
KILBURN TIRE COMPANY	BLADE TIRES	\$2,614.00
KTGA/KBDY	RADIO ADS	\$249.00
LARAMIE FIRE EXTINGUISHER	INSPECTION OF HOOD SYSTEM	\$215.00
LONG BUILDING TECHNOLOGIES, INC.	CORONERS OFFICE CAMERAS	\$178,794.00
MARTZ, LADESSA	MILEAGE	\$42.10
MCKESSON MEDICAL-SURGICAL	JAIL MEDS	\$360.14
MEMCO, INC.	DIESLE FUEL SYSTEM	\$13,995.74
MEMORIAL HOSPITAL OF CARBON COUNTY	EMERGENCY LOCKUP	\$35,245.79
MHL SYSTEMS	CUTTING EDGES	\$3,688.00
MID-AMERICAN RESEARCH CHEMICAL	MISC SUPPLIES	\$631.70
MIKE'S LOCK & KEY	REMOVE BROKEN KEY	\$46.00
MOUNTAIN WEST MOTORS	DRIVELINE	\$1,493.41
MPM CORP / EVERGREEN DISPOSAL	B&G UTL FIRE TRASH	\$130.00
MUSSER, ROSEMARIE N	MILEAGE REIMBURSEMENT	\$173.00
MY OFFICE ETC.	MISC OFFICE SUPPLIES	\$63.85
NATIONAL SHERIFF'S ASSN	NSA DUES 2020	\$129.00
OFFENDER WATCH	SEX OFFENDER NOTIFICATION	\$70.00
O'REILLY AUTO PARTS	WIPER BLADES/WIPES/FUNNEL	\$64.26
PERKINS OIL CO	FUEL	\$3,259.48
PERUE PRINTING	VET EXEMPTION CARDS	\$67.90
PINNACLE PUBLIC FINANCE, INC	LEASE/BONDS BLADE & END DUMP	\$49,123.39
POSITIVE PROMOTIONS	MISC SUPPLIES	\$319.52
PRIORITY DISPATCH	SOFTWARE MAINTENANCE	\$6,180.00
PUBLIC SAFETY CENTER, INC	BATTERY	\$132.90
QUILL CORPORATION	MISC OFFICE SUPPLIES	\$3,883.20
RAWLINS AUTOMOTIVE	MISC PARTS	\$2,679.47

RAWLINS EASTSIDE CARWASH	WASH CARDS	\$75.60
RAWLINS GLASS CENTER, INC.	MISC GLASS	\$5,039.24
RAWLINS, CITY OF	WATER SERVICES	\$2,321.20
RICOH USA INC	IT COPIERS	\$5,384.37
RIETVELD, TONI	MILEAGE	\$45.00
ROCKY MOUNTAIN POWER	MISC ELECTRIC	\$16,123.87
SARATOGA AUTO PARTS, INC.	MISC PARTS	\$723.36
SARATOGA SUN	MISC ADS	\$903.00
SARATOGA, TOWN OF	WATER SERVICES	\$148.50
SCHAEFFER MFG CO	OIL	\$2,730.75
SHEPARD CONSTRUCTION INC	MED BOW SHOP	\$25,200.00
SHEPARD, SHANDRA NP	REPRODUCTIVE HEALTH NURSE	\$150.00
SHEPARD'S	FUEL	\$4,953.50
SHIVELY HARDWARE	BOLTS FOR BLOWER	\$16.48
SIRCHIE	MISC OFFICE SUPPLIES	\$417.34
SPAULDING, DAWNETTE	VICTIM WITNESS MILEAGE	\$69.60
STAPLES ADVANTAGE	OFFICE SUPPLIES	\$229.17
STINKER STORES, INC.	FUEL	\$10,417.76
SUMMIT FOOD SERVICE	JAIL MEALS	\$11,083.62
SUNRISE SANITATION SERVICE, LLC.	TRASH SERVICES	\$68.00
SWANSON SERVICES CORPORATION	JAIL COMMISSARY	\$1,716.53
TERMINIX	PEST CONTROL	\$40.00
THE MASTERS TOUCH, LLC	ASSESSMENT NOTICE MAILING	\$4,750.00
THOS. Y. PICKETT & CO., INC.	APR 2020 VALUATION CONTRACT	\$11,500.00
T-O ENGINEERS	190035 DWX MASTER PLAN UPDATE	\$10,534.44
TRACTOR SUPPLY CREDIT PLAN	MISC SUPPLIES	\$68.14
TRADING POST	FUEL	\$62.90
TRAPP, LARRY W	MILEAGE	\$130.00
TREBRON COMPANY, INC	SOFTWARE MAINTENANCE	\$875.00
TRIANGLE HEATING, INC.	HEATER VENT CAP	\$985.00
TRIPLE X CONTRACTING, INC.	TRASH SERVICES	\$300.00
TRUDILIGENCE, LLC	BACKGROUND CHECKS	\$19.24
TRUE VALUE OF RAWLINS	MISC PARTS	\$229.10

TYLER TECHNOLOGIES, INC	ITAX/IDOC WEB HOSTING	\$275.63
UNITED STATES POSTAL SERVICE	POSTAGE MACHINE MONEY REFILL	\$10,000.00
US BANK	BOSWELL SPRINGS SHERIFF MAINT & REPAIR	\$2,922.47
WEX BANK	MISC CHARGES	\$138.46
WY BEHAVIORAL INSTITUTE	ADULT PSYCH LOCKUP	\$754.00
WY DEPT OF TRANSPORTATION	RENEWAL APPLICATION	\$11,033.26
WY MACHINERY COMPANY	MISC PARTS	\$265,484.97
WY STATE FIRE MARSHAL'S OFFICE	MEDICINE BOW COMPLEX TANK PLAN REVIEW FEE	\$219.12
WYOMING REPORTING SERVICE, INC.	TRANSCRIPTION SERVICES	\$1,125.79

CONSENT AGENDA

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. The consent agenda includes the March 17, 2020 regular meeting minutes, the March 20, 2020 special meeting minutes, monthly receipts from the Carbon County Clerk in the amount of \$17,804.75, a bond for Lezlee Musgrave, Clerk/Treasurer for the Town of Sinclair, in the amount of \$8,000.00 and Notice of Valuation Changes in the amount of (\$120,101.00). Commissioner Moore seconded and the motion carried unanimously.

ELECTED OFFICIALS & DEPARTMENT HEADS

Buildings and Grounds

Buildings and Grounds Manager, Jim Piche reported that he could hold off on performing the rest of his capital budget items today. There has been a floor cave in at the Hanna Road & Bridge shop and he would like to use the balance of their capital budget to repair this. Chairman Johnson asked Mr. Piche to contact the company performing mining subsidence in the Hanna area.

The Medicine Bow complex will now require a fire suppression system even though the state originally approved a residential type fire suppression system. Now the state wants a R13 system which means that the fire suppression system would need to be fully sprinkled. He contacted the state Fire Marshall and spoke with someone and there is an appeal process. Craig Kopasz submitted a letter explaining what occurred regarding the state's changes. The plans had been approved however now the state has changed its mind on what will be required. Chairman Johnson mentioned he would like to see the county appeal but asked how long this would delay the project.

Commissioner Espy stated that he would like to look at eliminating the living quarters and only having an office in case the appeal isn't approved. The BOCC determined it would like to move forward with the appeal and if it can't be approved then move forward without living quarters.

Mr. Piche requested the Chairman's signature on the Special Use Permit with the Town of Medicine Bow for the construction of the Road and Bridge/Sheriff Complex.

Commissioner Espy moved to authorize any commissioner to sign any appeal documents needed for the fire system at the Medicine Bow complex contingent upon attorney approval. Commissioner Moore seconded and the motion carried unanimously.

Commissioner Jones moved to authorize the Chairman's signature on the Special Use Permit with the Town of Medicine Bow for the construction of the Road and Bridge/Sheriff Complex. Commissioner Espy seconded and the motion carried unanimously.

Mr. Piche reported that the old fairgrounds horse barn was torn down by his crew recently. He requested approval of the electrical contract for the new building.

Commissioner Jones moved to authorize the Chairman's signature on the General Service Agreement with ACME Electric Co. in the amount of \$26,343.31 for work at the fairgrounds horse barn contingent upon attorney approval. Commissioner Espy seconded and the motion carried unanimously.

Sheriff

Sheriff Archie Roybal introduced Loretta Hansen, Victim/Witness Coordinator and Dawnnette Spaulding, Assistant Coordinator for the Carbon County Sheriff's Office, who presented a Proclamation for National Crime Victims' Rights Week. The Chairman read the proclamation.

Commissioner Moore moved to authorize the Chairman's signature on the Proclamation for National Crime Victims' Rights Week. Commissioner Jones seconded and the motion carried unanimously.

PROCLAMATION

National Crime Victim's Rights Week April 19 – 25, 2020

Whereas, we acknowledge that in the United States of America individuals and communities suffer from crime victimization;

Whereas, we acknowledge that supporting victims of crime is crucial to the United States justice system and is essential to supporting thriving communities;

Whereas, we must help victims access the justice, assistance and support they need to rebuild their lives;

Whereas, the Carbon County Sheriff's Office Victim/Witness Program is dedicated to "Seek Justice, Ensure Victims' Rights, Inspire Hope." and is working to help victims with support, recovery and justice, but also a sense of hope for their future;

And THEREFORE, BE IT RESOLVED, the Board of Carbon County Commissioners does recognize the week of April 19 through April 25, 2020 as

National Crime Victims' Rights Week;

And reaffirms our commitment to creating a victim service and criminal justice response that assists victims of crime during National Crime Victims' Rights Week and throughout the year;

And we express our sincere gratitude and appreciation for our community members, victim service providers and criminal justice professionals who are committed to improving our response to victims of crime so they may find relevant assistance, support, justice and peace.

Dated this 7th day of April, 2020.

BOARD OF CARBON COUNTY COMMISSIONERS

-s-Willing John Johnson, Chairman

ATTEST:-s-Gwynn Bartlett, Carbon County Clerk

Planning & Development

Sid Fox, County Planning Director reported the Planning Commission is updating their rules of practice and procedure to allow more participation via video and conference call. The final plat for the Platte Valley Medical Center is moving forward.

Road and Bridge

Road & Bridge Coordinator Kandis Fritz discussed upcoming Spring and Summer projects that Road and Bridge has. For the congestion mitigation air quality (CMAQ) Projects, County Road 701, the Dad Wamsutter Road, Ready Oilfield was the successful bidder on this project and they will be working on finishing up the grant this spring/summer. Ready Oilfield will supply and apply ¼ gallon Mag Chloride to 19 miles of county road 701. The cost of this project is as follows: \$150,000.00 total grant - \$120,000.00 federal funded - \$30,000 County from the road fund.

Ms. Fritz will be requesting an engineer's estimate for the County Road 291 & 270 very soon, then she will go out for bid for CMAQ work. This project will be to supply, haul and apply ½ gallon mag chloride and any water needed for pre wetting to approximately 40 miles of 291 and 5.8 miles of 270 but will be bid at a cost per mile then the number of miles will be determined based on available funding. The cost of this project is as follows: \$358,125 total grant – \$286,500 federal \$71,625.00 county

The Road and Bridge Department is finishing the gravel through the Hanna Draw, down to the North Ranch and all of County Road 270. After May 1st they should be able to get into the Ellis Pit and work with Clinton Cheeney of Oftedal. The county's new end dump is on hold as the builder is shut down right now. They are planning on getting all 3 cattle guards on 270 that are on wooden blocks replaced with concrete blocks.

There was a slide on county road 702, Ms. Fritz traveled to Baggs last Friday and they came up with a plan for R&B to fix the slide. She will keep the Commissioners updated as they start fixing. They will start moving equipment from the Rawlins yard to Baggs early next week. If the road starts to slide or sluff off again, they will need an engineer to come look at it and see if the newly installed pond above the road is causing the slide.

Ms. Fritz had questions about all the contractors coming for work in the Medicine Bow area. She was wondering what steps have been taken to make sure they are following the Governors requests and if ALL employees and contractors are taking steps to getting screened daily to see if they show signs of the virus.

Ms. Fritz would like authorization to enter into an agreement with Jim Wiant again for gravel out of his certified pit, Wiant Gravel Pit – Pit number 425 on County Road 504. For many years we had a yearly agreement with him and just recently we asked if we could open that agreement again. The BOCC approved this but asked to be kept in the loop about costs. Kandis reported previously the agreement was to pay \$500 upfront and then quarterly payments of \$0.60 per ton after that. $\$500 = 833.33$ tons from this pit - \$0.60 per ton thereafter.

Kandis reported she plans to use part-time help to mow rights of way as needed. The BOCC agreed as long as the funding is in her budget.

Public Health

Public Health Nurse, Amanda Brown reported this is National Public Health Week and her office is still open. They only have one administrative person and one nurse working at a time by appointment only with heavy screening and some telehealth appointments.

There are currently 4 COVID-19 cases, 2 of which were diagnosed out of state but since they are residents of the county they are counted here. They do have one hospitalized patient with symptoms that may be positive but they are unsure at this time. There are still no reported deaths in Wyoming. Public health orders have been extended through April and the county's health officer can grant exceptions to those however at this time he is not considering such exceptions.

Chairman Johnson discussed out of state wind energy companies sending employees here for their projects. He asked if Ms. Brown had concerns with this amount of people coming into the state. She replied that Dr. Couch would like those coming in quarantine for at least 14 days but if not to wear masks while out. Chairman Johnson suggested a commissioner and Ms. Brown visit with these companies in person to see what is coming and how they are operating now. Ms. Brown agreed but asked for a list of company contacts she would need to meet with.

Kara Choquette from Power Company of Wyoming was on the line and agreed to share plans with Ms. Brown and the BOCC to determine how best to move forward. Commissioner Moore wants to ensure that the plans are being implemented and communicated to the “boots on the ground”, the employees.

Fire Warden John Rutherford reported he reviewed safety plans for PCW already however this was prior to COVID-19 and he suggested that plans include necessary precautions.

Interim Emergency Manager Ron Brown reported he was just made aware of this today and he will work with Amanda and companies on screening mechanisms and planning.

Chairman Johnson asked Attorney Davis what authority the BOCC has to ask these companies to hold off on construction. He stated by statute the BOCC is charged with the health, welfare and safety of the county. Ms. Davis stated she feels the county's authority is in making requests only. The state health officer in conjunction with the county health officer has the authority to make orders.

Treasurer

Chairman Johnson asked County Treasurer Patty Bentsen about an 89% jump in sales tax that Carbon County supposedly had according to the state's chief economist. Treasurer Bentsen reported we have not seen such a jump and after exhaustive research she is unable to determine why. The BOCC offered to try to assist through their state association.

Attorney

County Attorney Ashley Davis presented the 2020 Wildland Fire Management Annual Operating Plan for approval on behalf of Warden Rutherford. Mr. Rutherford reported that this is reevaluated by the state annually.

Commissioner Jones moved to authorize the Chairman's signature on the Wildland Fire Management Annual Operating Plan. Commissioner Moore seconded and the motion carried unanimously.

Attorney Davis presented the Resolution No. 2020-12 Limitations on Access to the Courthouse, Carbon Building and Other County Facilities that was temporarily acted upon at the March 20, 2020 Emergency Meeting as it needs to be reconsidered and acted upon at this BOCC meeting per Wyoming State Statute §16-4-404(d). She noted that the resolution automatically extended along with the Governor's recent order.

Commissioner Espy moved to ratify and make permanent action taken on March 20, 2020 to authorize a commissioner signature on Resolution No. 2020-12 Limitations on Access to the Courthouse, Carbon Building and Other County Facilities. Commissioner Moore seconded and the motion carried unanimously.

RESOLUTION 2020-12

LIMITATIONS ON ACCESS TO COURTHOUSE, CARBON BUILDING AND OTHER COUNTY FACILITIES

WHEREAS it is essential that the Carbon County government continue to provide services to the public while minimizing public interaction during this COVID-19 (SARS-COV-2) pandemic crisis as long as possible, rather than the potential of closing down entirely we will conduct regular business solely through mail, email, drop box, curb side services, telephone and by appointment as necessary; and

WHEREAS the reasons for this limitation on access have been set forth in the Carbon County Pandemic Response Plan approved, adopted and signed by the Chairman of the Carbon County Board of Commissioners on March 17, 2020;

IT IS THEREFORE RESOLVED by the Board of County Commissioners in and for Carbon County, Wyoming that it is essential that the Carbon County government continue to provide services throughout this COVID-19 (SARS-COV-2) pandemic crisis, effective March 20, 2020, and continuing until further notice, and that:

Access to the offices, and facilities of Carbon County including the Courthouse and Carbon Building will be limited to conducting regular business with the public by employees, Department heads and elected officials solely through mail, email, drop box, curb side services and telephone, except by appointment wherein the particular Department head or elected official shall determine if face to face contact is necessary to conduct business with any Carbon County office or official unless otherwise noted herein.

IT IS FURTHER ORDERED that the courts will be accessible to the public as determined by the Wyoming Supreme Court and local judges. The Circuit Court and District Court Judges will determine who has access to the Circuit and District Courtroom by Court Order. The Carbon County Clerk of District Court and Circuit Court will remain open to the public and will continue to conduct regular business through mail, email, and telephone, and appointment when face to face contact is necessary to conduct business as determined by the particular court.

The Carbon County Sheriff will continue to operate as deemed necessary by the Sheriff.

IT IS FURTHER ORDERED that all COVID-19 response questions and requests for information are to be directed to the Emergency Management Coordinator at (307)321-1514 or ronbrown@carbonwy. Pertinent public updates will be shared via Facebook.

BE IT FURTHER RESOLVED that situations involving a pandemic can be unpredictable. More restrictive exceptions may be made to this policy on a case-by-case basis in order to accomplish the mission of Carbon County and to insure the safety of our employees, department heads, and elected officials. This policy shall remain in place until April 3, 2020, unless the State Health's Officer's COVID-19 Order dated March 19, 2020, is extended beyond this deadline, in which case it will remain in conformance with deadlines set by the State Health Officer or any future orders of the State Health Officer in regards to this pandemic.

ADOPTED this 20th day of March, 2020.

BOARD OF COUNTY COMMISSIONERS

-s- John Espy, on behalf of the
Carbon County Board of County Commissioners

ATTEST:

-s- Gwynn Bartlett, County Clerk

Clerk

Gwynn Bartlett, County Clerk presented the bids received for the Land and Commissioner Record Digitization Project. There were two bids received and all bids were received in the Clerk's Office by the due date/time and opened at that time last week. One bid was received by e-mail however that did not meet the criteria so she replied to that vendor letting them know she couldn't accept the bid and didn't open the attachments.

Bids were received from ArcaSearch Corp in the amount of \$302,310.00 and US Imaging in the amount of \$186,915.50. She further explained Arcasearch uses their own software and hosts the images online but that US Imaging would require the county host them but the images would be incorporated into the county's existing recording software. This would mean with US Imaging all records would be in one place rather than two. The commissioners' minutes could be provided in PDF for the county's website. Clerk Bartlett recommended to award the bid to the lowest bidder noting records would never leave the Courthouse during the process. After digitization the records would be stored off site in a secure location.

Commissioner Barkhurst asked what the ramifications of pushing this off would be. Clerk Bartlett reported she didn't feel like she had a choice because the new location for the Clerk's office will not accommodate the weight of the books. The project could take up to 10-12 months to complete and she needs it done before her office moves. Chairman Johnson mentioned that this has been planned and budgeted for.

Commissioner Espy moved to award the Land and Commissioner Record Digitization Project bid to US Imaging in the amount of up to \$186,915.50 to be paid for from the county's reserves. Commissioner Moore seconded and the motion carried unanimously.

PUBLIC HEARING

Chairman Johnson opened a public hearing at 10:53 a.m. to hear about a proposed Budget Amendment to departmental budgets and special revenue funds for Fiscal Year 2020 and Clerk Bartlett noted the hearing was advertised in the Saratoga Sun on April 1.

Chairman Johnson called for comments for or against the amendment. There being none, he closed the hearing at 10:53 a.m..

Commissioner Espy moved to adopt Resolution 2020-13, FY 2020 Budget Amendment Number One for the departmental budgets and special revenue funds. Commissioner Jones seconded and the motion carried unanimously.

RESOLUTION 2020-13

FY 2020 BUDGET AMENDMENT NUMBER ONE

WHEREAS Carbon County adopted the Fiscal Year 2020 Budget in accordance with the Wyoming Uniform Municipal Fiscal Procedures Act; and

WHEREAS the Board of Carbon County Commissioners wishes to amend the adopted budget in accordance with the same Act

NOW, THEREFORE, BE IT RESOLVED that the following budget amendments are made.

Fund/Entity	Approved Budget	Amendment Amount	Amended
Budget			
Treasurer	\$310,996.00	\$89,004	\$400,000.00
Fund 124, COVID-19	\$ 0.00	\$100,000.00	\$100,000.00
Fund 129, Sheriff Donations	\$ 0.00	\$ 5,000.00	\$ 5,000.00

PASSED, APPROVED AND ADOPTED this 7th day of April 2020.

CARBON COUNTY, WYOMING
-s- Willing John Johnson, Chairman

ATTESTED:

-s- Gwynn G. Bartlett, County Clerk

CLERK

Gwynn reported she and Treasurer Bentsen recently met with Barbara Bonds and the financial advisor for the specific purpose tax joint powers board who recommended the county utilize the statutory allowance for a statutory trust for funds the county needs to complete its specific purpose tax project. She recommended the BOCC proceed per Barbara's recommendation and the BOCC agreed.

Clerk Bartlett presented the Temporary Assistance for Needy Families (TANF) grant application for the Chairman's signature.

Commissioner Moore moved to authorize the Chairman's signature on the Temporary Assistance for Needy Families (TANF) Grant Application for funding for Greater WY Big Brothers Big Sisters and Boys and Girls Club of Carbon County in the amount of \$30,714.00. Commissioner Jones seconded and the motion carried unanimously.

Clerk Bartlett reported the group obtaining signatures on a petition to form the Saratoga-Ryan Park Museum District obtained a sufficient amount of signatures to move forward. They needed at least 652 owning at least \$10,053,692 in value and they were able to obtain 668 owning \$16,655,734 in value. She reported that she filed the official Certification of Petition for formation of the Saratoga-Ryan Park Museum District with the BOCC on March 24, 2020. The next step is that the BOCC must schedule a public hearing after which a 30 day protest period will be allowed. Final approval is set for July 7.

Commissioner Jones moved to schedule a public hearing regarding the potential formation of the Saratoga-Ryan Park Museum District for a date to be determined by the clerk and advertised accordingly. Commissioner Moore seconded and the motion carried unanimously.

MEMORIAL HOSPITAL OF CARBON COUNTY (MHCC)

Ken Harmon, Chief Executive Officer for Memorial Hospital of Carbon County presented a monthly update on the status of MHCC. He reported that due to COVID-19 and the cancellation of many elective procedures and services their revenue has decreased. They also recently had some flooding issues in the hospital that affected revenue as well.

Mr. Harmon requested Commissioner approval of the Use of Bond and Mill Levy Funds for the hospital. The BOCC approved the use of \$65,869.92 for information technology upgrades and lab equipment plus \$114,670.00 from their 2009 specific purpose tax bond fund for heating and air conditioning upgrades.

CLERK

Clerk Bartlett reported that the Design Development phase of the county's specific purpose tax project is complete. She provided the board with approximately 1,000 pages of specifications and hundreds more pages of drawings. She asked if the BOCC would like to accept this phase and authorize the team to proceed with the construction document phase.

Commissioner Espy moved to authorize the Courthouse and Carbon Building Improvement Project design team to move forward with the construction document phase. Commissioner Jones seconded and the motion carried unanimously.

Gwynn discussed the county's emergency paid leave policy noting that it complies with the Federal Families First Coronavirus Response Act. The county's policy was adopted the BOCC on March 20, 2020 as it needs to be reconsidered and acted upon at this meeting per Wyoming State Statute §16-4-404(d). She explained that the Act provides for up to 80 hours of paid leave for full-time employees and up to 10 weeks of time paid at 2/3 the employees wage due to a daycare or school closure.

Commissioner Moore discussed those that knowingly violate the Governor's order to leave the state or country and suggested the county cover that in the policy. Attorney Davis stated that the federal law would require the county to pay up to the 80 hours even in these circumstances.

Commissioner Jones moved to make action taken March 20, 2020 permanent to approve the Carbon County's Paid Leave Policy Families First Coronavirus Response Act effective April 1, 2020. Commissioner Moore seconded and Chairman Johnson asked if the policy ends December 31, 2020 and Clerk Bartlett said it does. The motion carried unanimously.

Jon Nelson

Jon Nelson, discussed the use of Saratoga-Carbon County Impact Joint Powers Board (JPB) funds. The County is a party to the JPB Agreement and the revenues collected under the JPB Agreement include payments made from residents of the County (residents outside Saratoga Municipal Limits

who are represented by the BOCC). The funds may have been transferred into the town of Saratoga's general fund and used to cover deficits. There is an effort being made to reclassify the JPB funds as "unrestricted" in order to avoid a modified or qualified opinion on the Saratoga audit. This reclassification would mean that the Town of Saratoga would be under no obligation to return any JPB funds that may have been used to cover general fund expenditures in prior years when the Town's general fund expenditures exceeded its revenues.

As the governing body for residents outside Saratoga and a member of the JPB he thought that the BOCC should be aware of this. When the funds were used by Saratoga for their general fund, the residents outside the town did not see any benefit. He suggested the county ask that the funds be made restricted for the JPB use and that any funds used by Saratoga be returned in full.

Commissioner Jones clarified that nobody is accusing anyone of doing anything illegal but to simply use the funds for water and sewer only and the payback be over time. Attorney Davis thought there may be some funds over the last several years the town could possibly keep and not repay further complicating the issue. Mr. Nelson questions what recourse either JPB member or the board itself has to recover any potential losses. Ms. Davis thought the JPB should be corresponding with the town to inquire on what their balance is and what happened to the rest of it.

Commissioner Espy thought that the town should be explaining and proving to the JPB why the funds aren't restricted. He thought the county may need to send a strongly worded letter on behalf of unincorporated residents. Commissioner Jones said WY Statute 15-7-507 clearly states the funds can only be used for specific purposes. She asked Attorney Davis if this doesn't apply.

Commissioner Jones moved to send a letter to the Saratoga Town Council and the Saratoga Carbon County Impact Joint Powers Boards and both of their auditing firms regarding their use of Saratoga Carbon County Impact Joint Powers Board funds regarding the Town of Saratoga's use of Joint Powers Board funds and authorize any commissioner to sign the letter. Commissioner seconded and Commissioner Jones asked if the letter should be copied to the WY Department of Audit and Ashley said yes plus the Attorney General. The motion was amended to include both of these agencies. The motion carried unanimously.

Aspen Alley Ranch Annual Update regarding C.U. Case #2018-01 – Salvation Army

Lyle Laverty, Board Chairman presented their annual update on the Conditional Use permit for the Aspen Alley Ranch – Salvation Army. He stated there were 285 campers over approximately 39 operational days with no medical or search issues. As part of the operation the Sheriff's office was notified prior to each group attending the camp and each camper was screened for preexisting health issues. There were no issues with sheep herders.

Commissioners

Commissioner Jones presented the WYDOT Wyoming Airport Improvement Program Certificate of State Grant-in-Aid for runway improvements at Dixon Airport up to a maximum amount of \$12,200.00. The document must be electronically signed.

Commissioner Jones moved to authorize the Chairman to sign the WYDOT Grant Agreement for the Dixon Airport Runway Improvement with a match of \$8,133.00 by the county. Commissioner Espy seconded and the motion carried unanimously.

Rod Fisher with Rocky Mountain Power discussed their COVID-19 protocols to hold contractors responsible. Chairman Johnson mentioned that this was discussed earlier today and that Public Health Nurse Brown will be trying to meet with companies on site. Mr. Fisher said that he would prefer a conference call due to company travel restrictions. Commissioner Jones suggested the county's emergency response personnel go on site to determine what is there and what is occurring then have a conference call to discuss protocols.

Chairman Moore moved to approve a Proclamation and declare April 7 as National Service Recognition Day. Commissioner Espy seconded and the motion carried unanimously.

PROCLAMATION

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation's County Governments are increasingly turning to national service and volunteerism as a cost-effective strategy to meet their needs; and

WHEREAS, AmeriCorps and Senior Corps participants address the most pressing challenges facing our communities, from educating students for the jobs of the 21st century, to fighting the opioid epidemic, to responding to natural disasters, to supporting veterans and military families; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, AmeriCorps and Senior Corps participants serve in more than 50,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

WHEREAS, national service participants increase the impact of the organizations they serve, both through their direct service and by managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, national service participants demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the Corporation for National and Community Service shares a priority with local leaders nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National League of Cities, the National Association of Counties, Cities of Service, and local leaders across the country for National Service Recognition Day on April 7, 2020.

THEREFORE, BE IT RESOLVED that I, John Johnson, Chairman of the Carbon County Board of Commissioners, do hereby proclaim April 7, 2020, as National Service

Recognition Day, and encourage residents to recognize the positive impact of national service in our community, to thank those who serve; and to find ways to give back to their communities.

Approved this 7th day of April, 2020.

**BOARD OF COUNTY COMMISSIONERS
CARBON COUNTY, WYOMING**

-s- John Johnson-Chairman

Attest:

-s- Gwynn G. Bartlett, Carbon County Clerk

Commissioner Moore updated the BOCC regarding the Y2 Consultants and the Natural Resource Management Plan. He stated that he will be working to contact everyone to move forward.

The BOCC is originally scheduled to meet in Riverside April 21 however due to COVID-19 issues the board opted to change its meeting to Rawlins.

Commissioner Espy moved authorize any commissioner to sign Resolution 2020-14 A Resolution moving the April 21 meeting from Riverside to Rawlins and begin at 9:00 a.m. due to COVID-19 concerns. Commissioner Barkhurst seconded and the motion carried unanimously.

RESOLUTION 2020 - 14

AMENDMENT NUMBER 5 (FIVE) TO RESOLUTION 2013-12, A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS, CARBON COUNTY WYOMING SETTING MEETING SCHEDULES

WHEREAS, pursuant to Wyo. Stat. §18-3-502, the Board of County Commissioners shall meet the first Tuesday of each month or at such other times as may be designated by resolution of the board; and

WHEREAS, pursuant to Carbon County Resolution 2013-12 the Board of County Commissioners of Carbon County Wyoming will also meet the third Tuesday of each month; and

WHEREAS, the first or third Tuesday of the month may occasionally fall on a holiday, a day the board is unable to meet or a day when it may be more convenient to meet on an alternate date; and

WHEREAS, this resolution shall constitute the fifth amendment to Resolution 2013-12, A Resolution of the Board of County Commissioners, Carbon County Wyoming Setting Meeting Schedules.

THEREFORE BE IT RESOLVED because of COVID-19 concerns, the regular meeting of the Board of Carbon County Commissioners originally scheduled for April 21 at 2:00 p.m. in Riverside Wyoming will be moved to 9:00 a.m. at the County Courthouse.

THEREFORE BE IT FURTHER RESOLVED that as long as there are concerns of COVID-19 the board will offer meetings with teleconference or similar means to promote social distancing.

PASSED, APPROVED, AND ADOPTED this 7th day of April, 2020.

-s- John Espy, Commissioner

Attest:

-s- Gwynn G. Bartlett, County Clerk

CITIZEN / COMMISSIONER DISCUSSION

Commissioner Moore reported the COVID Local Response Team developed a unified statement and he read it for the record. He thinks additional guidance will be provided today regarding personal protective equipment and recreation. He mentioned that Carbon County Economic Development Corporation is working hard to try to figure out how to help local business.

Commissioner Espy reported that the WY Public Lands Initiative project is still moving forward. Senator Barrasso's office requested the product not be distributed for public review yet. He also reported that the Rocky Mountain region of the US Forest Service is looking to create a ban on all campfires to try to prevent the need for travel of fire fighters and protecting them from COVID-19.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 12:18 p.m. with Clerk Bartlett, Ashley Mayfield Davis, John Rutherford and Matt Webster to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Moore seconded and the motion carried unanimously.

John Rutherford left at 12:49 p.m. and Matt Webster joined. Matt left at 12:57 p.m.

Commissioner Espy moved to come out of executive session at 1:28 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Barkhurst seconded and the motion carried unanimously.

OTHER BUSINESS

Commissioner Espy moved to hire Ron Brown as Fire Warden and authorize any commissioner to sign the offer of employment effective May 1, 2020. Commissioner Barkhurst seconded and the motion carried unanimously.

The BOCC instructed Mr. Brown to try to interview emergency management coordinator applicants next week along with Commissioners Barkhurst and Moore.

Commissioner Espy moved to authorize Commissioner Barkhurst to negotiate a contract. Commissioner Moore seconded and the motion carried unanimously.

Attorney Davis reported that a local church wanted to utilize county property for an Easter church service. The request stated the individuals would remain in vehicles during the service. She stated she felt the liability was too high with COVID-19 as gatherings of 10 or more, even outside, are prohibited by the Governor. The BOCC stated that the county would not authorize gatherings of 10 or more on any county property and if they plan to use other property then the group may want to reach out to the state health officer. The BOCC asked that Mr. Piche or his staff reply to deny the request.

ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 1:38 p.m. Commissioner Moore seconded and the motion carried unanimously.

A regular meeting of this Board will be held Tuesday, May 5, 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.