

**OFFICIAL MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, October 20, 2020
Elk Mountain Fire Hall, Elk Mountain, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, October 20, 2020 at 2:00 p.m. at the Elk Mountain Fire Hall in Elk Mountain, 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 2:05 p.m.

ADDITIONS / CORRECTIONS

There were no additions or corrections to the agenda.

VOUCHERS

Commissioner Jones moved to approve October 2020 payroll and benefit expenses of \$903,634.04 and insurance claim and premium expenses of \$152,520.31 and the main amount of invoices totaling \$264,996.75 for an aggregate total today of \$1,321,151.10. Commissioner Espy seconded and the motion carried unanimously.

Vendor	Detail Line Description	Total
307 Professional Clean LLC	County Buildings Cleaning	\$10,485.00
Acme Electric Company, LLC	Electrician Services Power Outage at Courthouse	\$610.05
Advanced Heating, Inc.	Ductless Air Conditioner for Murray St Bldg.	\$6,364.00
Alesco, American Linen Division	Shop Supplies	\$56.90
American Planning Association	Membership Dues	\$372.00
Apex Communications	Maintenance Agreement	\$4,033.88
APG Media of the Rockies	Misc. Ads	\$114.00
API Systems Integrators	Monitoring Service	\$102.00
Asbestos & Technical Services, Inc.	Asbestos Removal 215 W Buffalo St	\$41,876.00
Axis Forensic Toxicology, Inc.	Lab Fees	\$958.00
Baggs, Town Of	Water Services	\$395.62
Balestrieri, Michelle	Mileage	\$48.30
Bank of Commerce	Checks	\$104.99
Bi Inc.	Monthly Monitoring Services	\$1,872.00
Bob Barker Company, Inc.	Blanket/Pens/Razors for Jail	\$959.18
Bomgaars Supply	Antifreeze/Drill bits/Cut Off Wheel	\$36.69
Bowlus, Jacqueline	Juror Meals	\$41.95
Bridger Fabrication	Welding Services	\$106.76
Brinkerhoff, Chelsea	Mileage and Meals	\$219.92

Burkhart, Cindy	Juror Meals	\$31.70
Carbon County Fair Board	Fair Ground Rental Fees	\$1,710.50
Carbon County Higher Education Center	Dispatch Shields	\$60.30
Carbon County Public Health	Employee Vaccines	\$349.00
Carbon County Treasurer	812 Murray St Property Taxes	\$3,641.81
Cathedral Home for Children	2020-2021 Funding for CCVCC	\$17,500.00
Charter Communications	Tv Subscription	\$129.29
CNA Surety	V. Fernandez Surety Bond	\$100.00
Conoz, Manuel	Stained Doors	\$2,500.00
Cowboy Chemical	Jail Laundry Supplies	\$299.00
Crestline Specialties, Inc.	Planner/Foil Imprint	\$462.09
Dirty Boyz Sanitation, Inc	Trash Services	\$3,304.00
E & H Plumbing & Construction	Murray St Plumbing Services	\$1,980.00
Election Systems & Software, LLC	Ballot Stock	\$242.07
Elk Mountain, Town Of	Water Services	\$67.00
Felton, Kit	Electronic Monitor Refund	\$820.00
GlaxoSmithKline Pharmaceuticals	Vaccines	\$1,454.22
Greater Wy Big Bros/Sisters	County Prevention Services	\$5,401.37
Greenwood Mapping, Inc	Parcel Mapping	\$2,362.50
Griffiths, Jennifer	Witness Fees	\$30.00
Hahn Construction	Murray St Labor for Framing Doors/ Moldings	\$10,050.00
Herman, Bobbie	Mileage	\$27.00
Hernandez, Brenda	Interpreter Services	\$25.00
Hotsy Equipment of Wyoming, Inc	Med Bow Complex Washer/Hose/Hose Reel	\$7,577.50
IAAO	Membership Dues	\$220.00
Jack's Body & Fender Repair	Towing Services	\$760.00
Jeffrey Center Board	Jeffrey Center Rental Fees	\$1,900.00
Johnston, Ranae	Mileage	\$19.50
Jones Simkins	Audit Services	\$10,700.00
Kaisler, Todd	Mileage	\$40.80
Kilburn Tire Company	Valve Stem Repair/Tires	\$7,307.66
KNF Flex Pak Corporation	Coroner Transport Bag	\$1,097.80
KTGA/KBDY	Tower Rent	\$150.00
L N Curtis & Sons	Annual Maintenance	\$3,835.00
Laramie Fire Extinguisher	Yearly Inspection	\$200.50
Larimer County Coroner	Autopsy Fee	\$250.00
Lucero, Rita	Witness Fees/Meal Reimbursement	\$60.08
Lucero, Zachoray	Witness Fees	\$30.00
Martz, Ladessa	Mileage	\$41.80
McGraw, Joan	Mileage	\$24.00
McKesson Medical-Surgical	Gloves/Jail Meds	\$209.89

Memorial Hospital of Carbon County	Lab Fees	\$78.15
Mercedes Transcription, Inc	Transcription Lines	\$155.76
Merseal Law, LLC	Legal Services	\$2,100.00
MetroCount USA Inc.	Traffic Counters	\$3,472.00
Mountain West Motors	Seal/Boot/Oil/Filter	\$309.69
Natrona County Sheriff's Office	Juvenile Housed	\$5,850.00
Norco, Inc.	Cylinder Rental	\$846.34
Offender Watch	Sex Offender Notifications	\$72.60
O'Reilly Auto Parts	Oil/Oil Filter	\$84.73
Perkins Conoco	Fuel	\$80.32
Perkins Oil Co	Fuel	\$1,225.43
Perue Printing	Mill Levy Sheets	\$13.95
PMCH	Audit Services	\$13,100.00
ProForce	Less Lethal Bullets	\$1,853.08
Public Safety Center, Inc	Deputy Jackets	\$1,041.00
Quill Corporation	Misc. Office Supplies	\$358.42
R.P Lumber Company, Inc.	Murray St Tension Band/Car Bolt	\$21.01
Ranchers Supply, Inc	Tires	\$362.40
Rawlins Automotive	Misc. Parts	\$1,380.72
Rawlins Fire Extinguisher	Fire Extinguisher Maintenance	\$487.00
Raymond, Phyllis	Bailiff for Jury Duty	\$150.00
Ready, Justin	Mileage	\$40.80
Reed Smith LLP	Treasurer of Carbon County Vanguard Fees	\$1,831.73
Rice, Denise	Mental Health Examiner Mileage	\$77.00
Ricoh USA Inc	It Copiers	\$287.91
Ricoh USA, Inc	It Copiers	\$5,718.20
Rietveld, Toni	Fuel	\$42.75
Rodabaugh, Sherry	Bailiff for Jury Trial	\$150.00
Rostad Law, LLC	Legal Services	\$498.83
Saratoga Auto Parts, Inc.	Misc. Parts	\$185.23
Schaeffer Mfg. Co	Steel Drum/Grease	\$448.05
Shepard's	Fuel	\$2,097.12
Shively Hardware	Misc. Parts	\$226.59
Silversage Plumbing LLC	Plumbing Services	\$350.00
Slow and Steady Law Office, PLLC	Legal Services	\$2,102.50
Snake River Press	Absentee Request Ad	\$260.00
Spaulding, Dawnnette	Mileage	\$48.88
Staples Advantage	Clipboards	\$14.79
Stinker Stores, Inc.	Fuel	\$6,891.69
Summit Food Service	Jail Meals	\$7,156.50
Swanson Services Corporation	Jail Commissary/ Credits	\$823.33

Thayer-Steele, Janell	Mileage	\$27.00
The Masters Touch, LLC	Envelopes	\$2,312.49
Tractor Supply Credit Plan	Misc. Tools	\$115.91
Trapp, Larry W	Travel Expenses	\$601.91
Trevathan, Sabrina RMR	Transcription Services	\$865.00
Trudiligence, LLC	Planner Background Checks	\$134.94
True Value of Rawlins	Misc. Hardware	\$260.31
Tyler Technologies, Inc	IDOC/ITAX	\$275.63
University Medical Billing	Emergency Detentions	\$226.42
University of Wyoming	FY 20 Salary Billing 1st Qtr.	\$17,035.50
Us Bank	Misc. Charges	\$1,680.44
Valley Oil Company	Fuel	\$1,413.24
Voiance Language Services LLC	Over the Phone Interpretation	\$16.50
Wille, O.R.	Mileage	\$45.00
Wilson, Margaret	Patches	\$48.00
Wy Dept Of Health	State Vehicle Rental	\$160.00
Wy Dept Of Transportation	New Plate For Lowboy	\$5.00
Wy Machinery Company	Mechanic Services	\$17,744.66
Wy Public Health Laboratory	Lab Fees	\$452.00
Y2 Consultants, LLC	Natural Resource Management Plan	\$3,553.68

CONSENT AGENDA

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. The consent agenda includes the October 6, 2020 regular meeting minutes, monthly receipts from Carbon County Clerk in the amount of \$24,507.00, monthly receipts from the Clerk of District Court in the amount of \$6,450.00, and a bond for Marcella E. Redmond, Treasurer for the Jeffrey Memorial Center in the amount of \$50,000.00. Commissioner Moore seconded, and the motion carried unanimously.

PERSONNEL POLICY UPDATE

Public Hearing

Chairman Johnson opened a public hearing at 2:08 p.m. to hear comments on the Personnel Policy update. Clerk Bartlett noted for the record that notice of the hearing was placed in the Saratoga Sun on September 2, 2020. Clerk Bartlett noted no public comments were received by her office.

There being no comments, Chairman Johnson closed the hearing at 2:09 p.m.

Commissioner Espy moved to approve the amendments to the Carbon County Personnel and Benefits Manual and amendments to the Family and Medical Leave rules and regulations as presented, both effective November 1, 2020. Commissioner Barkhurst seconded and the motion carried unanimously.

ELECTED OFFICIALS & DEPARTMENT HEADS

Public Health Nurse

Commissioner Espy moved to approve the purchase order for a 2019 Nissan Rogue from Dallin Motors in the amount of \$19,999.00 from Dallin Motors. Commissioner Moore seconded and the motion carried unanimously.

Commissioner Moore moved to approve the Commissioner's signature on Amendment #1 to the CARES Funding Contract in the amount of \$302,632.00. Commissioner Barkhurst seconded and the motion carried unanimously.

Commissioner Moore moved to approve the Commissioner's signature on the Wyoming Department of Health, Public Health Division and Carbon County for Public Health Nursing Services and Maternal and Child Health Services for a term of two years ending June 30, 2022 with federal funds totaling not more than \$99,200.00 plus state general funds of not more than \$122,410.00. Commissioner Barkhurst seconded and the motion carried unanimously.

Emergency Management

Commissioner Barkhurst moved to approve the Commissioner's signature on the Grant Award for U.S. Department of Homeland Security (DHS) Federal Emergency Management Agency (FEMA), Grant Programs Directorate, Emergency Management Performance Grant COVID-19 Supplemental (EMPG-S) Fiscal Year 2020 for a term ending June 30, 2021 in an amount not to exceed \$30,000.00. Commissioner Moore seconded and the motion carried unanimously.

Clerk

Commissioner Moore moved to approve the Commissioner's signature on the Carbon County Employees Administrative Service Agreement (ASA), Summary of Benefits and Coverage for Plan A and Plan B, Carbon County Employees Plan Booklet and Summary Plan Description and NOVO Client Service Agreement. Commissioner Espy seconded and the motion carried unanimously.

Commissioner Jones moved to authorize the Clerk to apply for Cares Act Grant funds through one or more applications and to authorize any commissioner to sign one or more resolutions as needed. Commissioner Moore seconded and the motion carried unanimously.

Attorney

Commissioner Jones moved to approve any Commissioner's signature on the Amendment to the EKM&P Inc. dba Voorhis Assoc. Inc Services Contract assigning it to Winters Griffith Architects once approved by all the parties. Commissioner Moore seconded and the motion carried unanimously.

Commissioner Jones moved to approve the Chairman's signature on the letter to Wyoming Medical Center and Classic Air regarding an Emergency Detention bill denial. Commissioner Espy seconded and the motion carried unanimously.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 3:50 p.m. with Clerk Bartlett and Ashley Mayfield Davis to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Barkhurst seconded and the motion carried unanimously.

Commissioner Espy moved to come out of executive session at 4:17 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Moore seconded and the motion carried unanimously.

CLERK

Commissioner Espy moved to approve any Commissioner's signature on the Amendment to the FCI Constructors contract accepting the Guaranteed Maximum Price. Commissioner Moore seconded and the motion carried unanimously.

ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 4:19 p.m. Commissioner Moore seconded and the motion carried unanimously.

A regular meeting of this Board will be held Tuesday, November 17, 2020 at 9:00 a.m. at the Carbon County Courthouse, in 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.

-s- Lisa M. Smith, Chief Deputy County Clerk

Approved this 10th day of November 2020.

BOARD OF COUNTY COMMISSIONERS
CARBON COUNTY, WYOMING

-s- Willing John Johnson, Chairman