

**REPORT TO THE
MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, December 1, 2020
Carbon County Courthouse, Rawlins, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, December 1, 2020 at 9:00 a.m. at the Carbon County Courthouse in Rawlins, WY. Attending the meeting were Chairman, John Johnson, Vice Chairman, Sue Jones, Travis Moore and Byron Barkhurst. Commissioner John Espy was absent.

Chairman Johnson called the meeting to order at 9:00 a.m.

ADDITIONS / CORRECTIONS

Commissioner Jones moved to add the Dixon Airport Docs. Commissioner Barkhurst seconded, and the motion carried unanimously.

VOUCHERS

Commissioner Moore 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 Moore moved to approve the report of expenditures in the amount of \$899,585.33 for an aggregate total today of \$899,653.33. Commissioner Jones seconded and the motion carried unanimously.

Vendor	Detail Line Description	Total
Anton Collins Mitchell LLP	Audit Services	\$54,000.00
Axis Forensic Toxicology, Inc.	Lab Fees	\$277.00
Ayala, Megan	Flu Clinic	\$75.64
Bank Of Montreal - Mastercard	Misc. Charges	\$25,309.29
Black Hills Energy	Heating Services	\$14,022.79
Blakeman Propane	Heating Services	\$2,664.40
Bomgaars Supply	Headlight/Glass Cleaner/Foam	\$34.47
Carbon County Veterinary Hospital	Canine Vaccines	\$55.65
CareRight Technologies, LLC	Monthly Recurring Bed Fee	\$174.90
Casper Winnelson Co	Misc. Parts	\$1,237.06
CNA Surety	Notary Bond	\$50.00
Cowboy Chemical	Jail Laundry Supplies	\$1,188.40
Creagan, Lauren	Fb Ads for Elections/Training	\$660.00
Creative Services of New England	Badge Stickers	\$293.95

Encartele	Data	\$750.00
Further	Employee Insurance Benefits	\$4,527.08
Galls/Quartermaster	Deputy Uniforms/Nameplate	\$290.80
GlaxoSmithKline Pharmaceuticals	Vaccines	\$6,640.11
Greater Wy Big Bros/Sisters	Oct 2020 Prevention	\$5,392.32
Hali-Brite Inc.	Lamps for Airport	\$287.98
High Plains Power	Electric Services	\$489.05
Iron J Towing	Towing Services	\$175.00
Jack's Body & Fender Repair	Towing Services	\$274.00
Jacoby Funeral Home	Indigent Burial	\$895.00
Kinetic Leasing	Avaya Office Phone System/Motor Grader Lease Payments	\$79,543.00
Laramie Fire Extinguisher	Yearly Inspection	\$314.00
Lazarkiewicz, Debora	Claim Reimbursement	\$123.00
Martinez, Janice	Lysol Wipes	\$24.34
McKesson Medical-Surgical	Jail Meds	\$91.92
Memorial Hospital of Carbon Co.	Psych Hold/Lab Fees	\$6,084.68
Merback Award Company	Engraving	\$155.84
Merck Sharp & Dohme Corp.	Vaccines	\$4,467.75
Mountain West Motors	Cable	\$90.18
Nationwide	Notary Bonds	\$100.00
Natrona County Sheriff's Office	Juvenile Housing	\$6,045.00
NMS Labs	Lab Fees	\$636.00
Offender Watch	Sex Offender Cards	\$96.05
O'Reilly Auto Parts	Semi Met Pad	\$73.71
Parker, Elizabeth	Lysol Wipes	\$34.66
Personnel Evaluation, Inc.	Personnel Eval	\$20.00
Phillips 66-Conoco-76	Fuel/Misc. Charges	\$146.84
PMCH	Fiscal Year Budget	\$9,124.00
Pocket Press Inc	Pocket Books for Traffic Laws	\$224.75
Quadient, Inc.	Admin Postage	\$76.43
Quill Corporation	Misc. Office Supplies	\$605.73
R.P Lumber Company, Inc.	Misc. Supplies	\$82.10
Rawlins Automotive	Oil/Oil Filter/Air Filters	\$192.96
Rawlins Glass Center, Inc.	Glass Replacement at Jail	\$732.29
Rawlins, City Of	Water Services	\$240.20
RNB State Bank	Lease Payoff	\$639,075.35
Saratoga Auto Parts, Inc.	Misc. Parts	\$54.18
Schilling & Winn Pc	Legal Services	\$2,629.95
Schofield, Stephanie M	Mileage	\$88.55
Secretary of State	Notary Renewal	\$30.00

Shepard's	Fuel	\$439.05
Smith Psychological Services	Pre-Employment Eval	\$400.00
Staples Advantage	Misc. Office Supplies	\$417.23
State of Wyoming A & I	Mainframe Services	\$69.45
Stinker Stores, Inc.	Fuel	\$107.79
Summit Food Service	Jail Meals	\$7,408.52
Sunrise Sanitation Service, LLC.	Trash Services	\$68.00
Swanson Services Corporation	Jail Commissary Credit	\$904.56
Terminix	Pest Control	\$175.00
Thomson Reuters-West Pymt Center	Information System	\$2,390.78
Thos. Y. Pickett & Co., Inc.	Valuation Contract	\$6,500.00
T-O Engineers	DWX Repair Runway 6/24	\$7,220.00
Tonkovich, Andrea	Lysol Wipes	\$23.28
Trevathan, Sabrina RMR	Transcription Services	\$410.00
Triple X Contracting, Inc.	Trash Services	\$150.00
True Value of Rawlins	Key Duplicate	\$2.82
Voiance Language Services LLC	Over the Phone Interpretation	\$13.50
Wilson, Margaret	Patches	\$48.00
Wy Law Enforcement Academy	Training Course	\$1,100.00
Wy Public Health Laboratory	Lab Fees	\$713.00
Wy State 4-H Foundation	Membership Dues	\$100.00
Yocum, Leo	Mileage	\$24.00

CONSENT AGENDA

Commissioner Jones moved to approve the consent agenda noting any item could be removed for separate action. The consent agenda includes the November 17, 2020 regular meeting minutes, and a bond for Jim D. Copeland, Superintendent for Carbon County School District #2 in the amount of \$50,000.00. Commissioner Barkhurst seconded, and the motion carried unanimously.

ELECTED OFFICIALS & DEPARTMENT HEADS

Emergency Management

Lenny Layman, Emergency Management Coordinator, and the Rocky Mountain Power (PacifiCorp) Public Relations Team presented the Commissioners with a \$15,000.00 check for the Carbon County Coordination Center (C4). The team introduced themselves – Ron Wild and Bob Stipe who were integral to the process and donation as well.

Mr. Layman and Probst Electric (QEPC) Public Relations Team presented the Commissioners with a \$15,000.00 check for the Carbon County Coordination Center (C4). The team introduced themselves – Ty Frazier and J. R. Wayne from Probst Electric.

Mr. Layman Updated the Commissioners on the Carbon County Coordination Center (C4) progress. He expects the facility to be up and running by mid-December.

Mr. Layman provided an update on the Mullen Fire burn scar area and how it could be affected in the future with any flooding.

Mr. Layman requested permission to apply for the State Homeland Security Program (SHSP) Grant for a sandbag machine that would be a county-wide asset. The BOCC gave Mr. Layman the go ahead to apply for the SHSP reallocation grant with no match in the amount of \$12,450.

Mr. Layman requested and received approval to apply for Cares Act funding to purchase messaging signs.

Sheriff

Archie Roybal, Sheriff requested that the Bank of Commerce be designated as the depository for 2021.

Commissioner Jones moved to authorize the Sheriff's Office to use Bank of Commerce as the depository for 2021. Commissioner Barkhurst seconded, and the motion carried unanimously.

Fire Warden

Carbon County Fire Warden Ron Brown discussed the Carbon County Communication Plan. He explained it is a very comprehensive plan.

Fire Warden Brown discussed the new incident response communication zone. This expands the channels for better communication. Commissioner Barkhurst asked when it is expected for this to be implemented and it's anticipated to be completed by next fire season. Warden Brown hopes to obtain funding through grants. Commissioner Jones asked if the current radios are programmed and working properly after hearing complaints. They agreed to work on these issues in the meantime.

Mark Kostovny discussed that the Hanna Fire Station did some fundraising and received almost \$18,000 for new bunker gear.

Fire Warden Brown informed the Commissioners on the implementation guidelines for controlled/slash pile burning. This includes informing the proper channels prior to burning. He would like to put out a public service announcement to remind the public to do this.

Buildings & Grounds

Jim Piche, Buildings & Grounds Manager informed the commissioners that the fire alarm control panel at the Rawlins Carbon County Senior Center failed inspection. This does not however prevent the alarm system from working properly. He will have costs for the repairs to the board soon.

Mr. Piche stated that the communication update at the jail should be completed by tomorrow.

Mr. Piche reported that Circuit Court will be moving to the Murray Street building on December 17. Chairman Johnson asked him about the cost of this project. He stated that some items were not included in his original estimate that were included in other areas.

Planning and Development

Marlin Johnson, County Planner requested the Chairman's signature on a letter of support for the Bureau of Land Management's (BLM) Wyoming Pipeline Corridor Initiative (WPCI) Final Environmental Impact Statement and Preferred Alternative.

Commissioner Moore moved to approve the Chairman's signature on the letter of support for Bureau of Land Management's (BLM) Wyoming Pipeline Corridor Initiative (WPCI) Final Environmental Impact Statement and Preferred Alternative. Commissioner Jones seconded and the motion passed unanimously.

Clerk

Lisa Smith, Carbon County Chief Deputy Clerk advised that Commissioner Espy signed Resolution No. 2020 – 59 A Resolution Authorizing Submission of a Coronavirus Relief Grant Application to the State Loan and Investment Board on Behalf of the Governing Body for Carbon County, Wyoming for the Purpose of: Adani Clearpass People X-Ray Screening Walk Through Metal and Narcotic Detection Bodyscanner and asked The BOCC to ratify the Commissioner's Signature.

Commissioner Jones moved to ratify Commissioner Espy's signature on the Resolution No. 2020 – 59 A Resolution Authorizing Submission of a Coronavirus Relief Grant Application to the State Loan and Investment Board on Behalf of the Governing Body for Carbon County, Wyoming for the Purpose of: Adani Clearpass People X-Ray Screening Walk Through Metal and Narcotic Detection Bodyscanner. Commissioner Barkhurst seconded, and the motion carried unanimously.

Resolution No. 2020 - 59

A RESOLUTION AUTHORIZING SUBMISSION OF A CORONAVIRUS RELIEF GRANT APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD ON BEHALF OF THE GOVERNING BODY FOR CARBON COUNTY, WYOMING

**FOR THE PURPOSE OF: ADANI CLEARPASS PEOPLE X-RAY SCREENING WALK
THROUGH METAL AND NARCOTIC DETECTION BODYSCANNER**

W I T N E S S E T H

WHEREAS, the Governing Body for Carbon County, Wyoming desires to participate in the CORONAVIRUS RELIEF GRANT program to assist in financing this request; and

WHEREAS, the Governing Body of Carbon County, Wyoming recognizes the need for this request; and

WHEREAS, the Coronavirus Relief Grant program requires that certain criteria be met, as described in the State Loan and Investment Board's Rules and Regulations governing the program, and to the best of our knowledge this application meets those criteria; and

WHEREAS, if any of the disbursed grant funds are later deemed to not comply with the SLIB criteria or the criteria of the CARES Act, the grant applicant agrees to repay the ineligible grant funds within 15 days of such finding to the Office of State Lands and Investments.

NOW, THEREFORE, BE IT RESOLVED by the governing body of Carbon County, Wyoming that a grant application in the amount of \$155,000 be submitted to the State Loan and Investment Board for consideration at the next board meeting after application processing to assist in funding the purchase of ADANI CLEARPASS people x-ray screening walk through metal and narcotic detection bodyscanner.

BE IT FURTHER RESOLVED that Willing John Johnson, Chairman, Commissioners John Espy, Sue Jones, Byron Barkhurst, Travis Moore and Gwynn Bartlett, Carbon County Clerk are hereby designated as the authorized representatives of Carbon County, Wyoming to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED this 19th day of November 2020

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

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

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

Ms. Smith discussed various board appointments and asked for the BOCC's consideration. Applications were received from Sue Palato for reappointment to the Jeffrey Center Board; Dan Braig for the At-Large Predator Management District, John K. Engstrom and Roger Cox for reappointment as Sportsman to the Predator Management District. There were no applications received for the Carbon County Museum Board or for the Planning and Zoning Commission.

Commissioner Jones moved to reappoint Sue Palato to the Jeffrey Center Board for a 5-year term ending November 2025; Dan Braig for the At-large position to the Predator Management District for a 3-year term ending December, 2023; John K. Engstrom as Sportsman to the Predator Management District for a 3-year term ending December, 2023; and Roger Cox as Sportsman to the Predator Management District for a 3-year term ending December, 2023. Commissioner Barkhurst seconded, and the motion carried unanimously.

Ms. Smith stated that Clerk Bartlett received an email from Steven Dinero stating that he is resigning from his position on the Library Board.

Commissioner Moore moved to regrettably accept the resignation from Steven Dinero from the Library Board and advertise the vacant position. Commissioner Barkhurst seconded, and the motion passed unanimously.

Ms. Smith reported that she received prices from both the Rawlins Times and Saratoga Sun to be the county's official publication for 2021. Both quoted \$6.00 per square inch for legal advertising. Rawlins Times is distributed semi-weekly, on Wednesday and Saturday. The Saratoga Sun is distributed every Wednesday. Josh Woods, Editor for the Saratoga Sun stated that the price quote is \$6.10 per square inch instead of \$6.00.

Commissioner Jones moved to designate the Saratoga Sun as the Carbon County Newspaper of Record for a term of one year beginning January 1, 2021 through December 31, 2021. Commissioner Barkhurst seconded, and Commissioner Jones asked if the additional \$.10 could be waived. Mr. Woods stated he would check with the owner and get back to them as soon as possible.

Commissioner Barkhurst moved to table the motion until next meeting or until Josh Woods could provide an answer regarding the price quote. Commissioner Jones seconded and the motion passed unanimously.

Ms. Smith reported that beginning this week MHCC will start conducting drive-through COVID-19 testing. There is no charge for the test however they suggest a \$20 donation to help cover labor costs. If employees provide a receipt for the \$20 from the hospital's drive-through clinic would the BOCC like to reimburse them?

Commissioner Moore moved to reimburse employees the \$20.00 from the MHCC drive-through testing clinic if they provide a receipt. Commissioner Barkhurst seconded, and the motion passed unanimously.

There is another COVID-19 testing facility in Rawlins that costs \$159.00. This is out of network, so employees covered on county insurance have to self-pay, submit a claim, and then are reimbursed about \$36. Results are typically available the following day. With the quick results those with negative results can quickly return to work which is beneficial. The county clerk recommends we cover but limit to one reimbursement per person and one per dependent and do this for all out of network providers in case someone goes out of town to be tested.

Commissioner Jones moved to authorize reimbursement for testing at out of network providers with proof provided that the employee submitted to the insurance and reimburse what insurance doesn't pay. This will be limited to one time per county employee or dependent for active virus testing. Commissioner Moore seconded and the motion passed unanimously.

Commissioner Jones moved to un-table the motion for the county newspaper of record. Commissioner Barkhurst seconded, and the motion passed unanimously.

Josh Wood spoke with the owner of the Saratoga Sun and he agreed to continue at a rate of \$6.00 per square inch.

Commissioner Jones moved to designate the Saratoga Sun as the Carbon County Newspaper of Record for a term of one year beginning January 1, 2021 through December 31, 2021. Commissioner Barkhurst seconded, and the motion carried unanimously.

Ms. Smith presented Carbon County Revised Term Sheet with NBH Bank for Carbon Building/Courthouse Project financing for the Chairman's signature.

Michael Persichitte discussed the terms and different options from NBH Bank for the remainder of the Carbon Building/Courthouse Project financing for up to \$10,000,000. Mr. Persichitte recommends option 3 to allow the county more flexibility. The BOCC agree that option 3 is best.

Commissioner Barkhurst moved to approve the Chairman's signature on the Carbon County Revised Term Sheet with NBH Bank for Carbon Building/Courthouse Project financing that includes option 3. Commissioner Moore seconded and the motion passed unanimously.

Commissioners

Vice Chairman Jones moved to authorize the chairman's signature on the Dixon Airport Master Plan– End of Fiscal Year 2020 FAA Forms for approval. Commissioner Barkhurst seconded, and the motion passed unanimously.

Chairman Johnson discussed the parking at Odd Fellows. Odd Fellows would like to reinstate a lease agreement with the county for \$1,200.00 per year. Commissioner Jones asked how much of that lot is being used and stated that this has been on-going, and she doesn't feel it's worth the money. Commissioner Moore asked how the lease amount was arrived at and Attorney Davis stated this was the lease amount previously prior to the lease being terminated. The discussion was paused for a public hearing.

BUDGET AMENDMENT – PUBLIC HEARING

Chairman Johnson opened a public hearing at 10:50 a.m. to hear about a proposed Budget Amendment to departmental budgets for Fiscal Year 2021 and Chief Deputy Clerk Lisa Smith noted the hearing was advertised in the Saratoga Sun on November 25, 2020. Lisa reported the following department needed amended: Fund 127, Emergency Management Donations. She explained the original budget was in the amount of \$15,000.00 and the amended amount will need to be \$45,000.00. Largely due to the donations received from the Rocky Mountain Power (PacifiCorp) and Probst Electric (QEPC).

Chairman Johnson called for comments for or against the amendment. There being none, he closed the hearing at 10:51 a.m.

Commissioner Barkhurst moved to adopt Resolution 2020-60 FY 2021 Budget Amendment Number One for departmental budgets. Commissioner Moore seconded and the motion carried unanimously.

RESOLUTION 2020 -60
FY 2021 BUDGET AMENDMENT NUMBER ONE

WHEREAS Carbon County adopted the Fiscal Year 2021 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
Fund 127 Emergency Management Donations	\$ 15,000.00	\$ 45,000.00	\$ 60,000.00

PASSED, APPROVED AND ADOPTED this 1st day of December 2020.

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

ATTESTED:

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

MEMORIAL HOSPITAL OF CARBON COUNTY (MHCC)

Ken Harmon, Chief Executive Officer, Jon Smith, Chief Financial Officer for Memorial Hospital of Carbon County presented a monthly update on the status of MHCC including financials. He discussed how COVID-19 is currently affecting staff and stated there is currently five COVID-19 positive patients in ICU. The mobile outreach unit should be available in the next week or so. Chairman Johnson asked about the COVID-19 vaccine and Ken anticipates it being available to the general public potentially in March or April.

COMMISSIONER'S DISCUSSION

Picking up the discussion regarding the Odd Fellows parking lot, Commissioner Barkhurst does not agree with using public money for the lease of this parking lot and does not see a need for it. Commissioner Moore defers to the people who live there and would like to hear Clerk Bartlett's thoughts. Commissioner Jones wants to clarify that we are not going to use that parking area and Chairman Johnson agrees. The BOCC decided to leave things as they are for the time being.

COUNTY HEALTH OFFICER

County Health Officer, Dr. Wayne Couch, was called to discuss the mandatory mask mandate for Carbon County. Chairman Johnson said there has been a request for more information. Dr. Couch said there is still an uptick in positive cases and hospitalizations. With those upticks he recommends continuing the mask mandate. The currently concern is the lack of ability to transfer critical patients to other locations for critical care. Staff shortages are another concern and local healthcare workers are being affected. He is also concerned with how the holiday will affect the positivity rate in the next few days.

Commissioner Jones asked if the younger age group is the current source of transmission. Dr. Couch stated that is the case but that the public health orders cannot be implemented on minors. He stated that this disease is reaching all areas of the county and it's being transmitted two days prior to someone showing symptoms. He stated we are one step below the critical phase for hospitalizations and COVID-19 combined with the flu season could make it even worse.

Attorney Davis clarified that these health orders can only be required by health officers and not by local government entities. Chairman Johnson stated that public education is critical for the public to understand the importance of the mandates.

Dr. Couch stated he really wants the buy-in of the elected officials and their support of the mandates. The current order expires December 4th, and they are requesting another extension of the current order. The extension will either be for two weeks or through January 4, 2021. The BOCC all agreed that it's important for there to be public education on social media for the public to understand the reason for the mandate.

CITIZEN'S DISCUSSION

Josh Wood with the Saratoga Sun mentioned that most people in the county think that many of the positive cases are in Rawlins when in fact they are in all municipalities. He offered to help in the educational outreach through the Saratoga Sun.

ADJOURNMENT

Commissioner Barkhurst moved to adjourn the meeting at 12:24 p.m. Commissioner Moore seconded and the motion carried unanimously.

A regular meeting of this Board will be held Tuesday, January 5, 2021 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.