

**OFFICIAL MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, July 6, 2021
Carbon County Courthouse, Rawlins, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, July 6, 2021 at 9:00 a.m. at the Carbon County Courthouse in 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

Chairman Johnson added a contract under the Attorney for the Dixon Airport.

VOUCHERS

Commissioner Barkhurst moved to approve the report of expenditures in the amount of \$87,306.31. Commissioner Espy seconded and the motion carried unanimously.

Vendor	Detail Line Description	Total
Advanced Network Management, Inc.	Professional Service Fees	\$9,172.12
Bank of Montreal - Mastercard	Misc. Charges	\$10,670.77
Barch Industries, LLC	Jail Shower Floor	\$25,556.00
Capitol Communications	IT Telephone Services	\$1,575.75
CDW Government, Inc.	Ink	\$10,036.20
Clerk of Dist. Court (Jurors)	Jurors for District Court Fees	\$5,295.76
F & S Trucking, Inc	Water for Mag Chloride	\$4,070.00
Fatbeam LLC	Took Credit Twice	\$3,178.34
Further	Health Reimbursement	\$7,493.16
Quill Corporation	Misc. Office Supplies	\$131.29
Ricoh USA Inc	IT Copiers	\$716.43
Ricoh USA, Inc	IT Copiers	\$5,884.72
State of Wyoming A & I	Mainframe Services	\$23.27
Tyler Technologies, Inc	Eagle License and Maintenance	\$2,790.00
WY Retirement System	Volunteer Fire Pension	\$712.50

CONSENT AGENDA

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. The consent agenda includes the June 15, 2021 regular meeting minutes, June 23, 2021 Special Meeting Minutes, monthly receipts from Planning and Development in the amount

of \$3,100.00, monthly receipts from Road and Bridge in the amount of \$100.00, monthly receipts from Carbon County Clerk in the amount of \$41,860.00, a bond for Ashley Masselink, Clerk for the Town of Sinclair, in the amount \$50,000.00, a bond for Brandon D. Taylor, Treasurer for Carbon County School District #1, in the amount of \$50,000.00, a bond for Lindsey West, Deputy Treasurer for Carbon County in the amount of \$10,000.00, a bond for Jana Cook, Clerk/Treasurer for the Town of Riverside, in the amount of \$50,000.00, a bond for Courtney E. Priest, Treasurer for Carbon County School District #2 Recreation Board in the amount of \$10,000.00 and Notice of County Valuation Changes in the amount of (\$81,976.00). Commissioner Moore seconded, and the motion carried unanimously.

ELECTED OFFICIALS & DEPARTMENT HEADS

Emergency Management

Commissioner Jones moved to approve Amendment Four to the Grant Agreement between the Office of Homeland Security and County of Carbon for the purpose of increasing the agreement dollar amount by \$1,500.00 for a total of \$46,500.00. Commissioner Barkhurst seconded, and the motion passed unanimously.

Road & Bridge

Commissioner Moore moved to authorize any commissioner to sign an agreement with One Bar Eleven for temporary bridge access at Beaver Creek after Attorney review. Commissioner Barkhurst seconded, and the motion carried unanimously.

Buildings & Grounds

Commissioner Espy moved to waive the procurement policy and use Dynamic Controls to update the Jail HVAC controls to NE4, dynamic controls in the amount of \$28,957.00 and only after legal review. Commissioner Moore seconded and the motion carried unanimously.

Commissioner Espy moved to waive the procurement policy and approve the bid from STC Construction in the amount of \$30,380.00 to lay 4" base with 2" asphalt at the Interim Justice Center and have the clerk add this to the next fiscal year's budget noting the approval is after attorney review. Commissioner Moore seconded and Commissioner Barkhurst asked how the county tests quality. Mr. Piche stated he is confident the product STC is putting out is sufficient. The motion carried unanimously.

Commissioner Espy moved to approve the contract for the software license renewal for the jail cameras and access control systems with Dynamic Control in the amount of \$7,550.00 and to have the clerk add this into the IT budget for next fiscal year. Commissioner Barkhurst seconded, and the motion passed unanimously.

Fire Warden

Commissioner Jones moved to approve the Grant Agreement between the State of Wyoming, Office of State Lands and Investments, Forestry Division and Carbon County for a State Fire Assistance Grant for a term ending July 1, 2022 in the amount of \$5,000.00. Commissioner Barkhurst seconded, and the motion passed unanimously.

Commissioner Espy moved to appoint Interim Fire Warden, John Rutherford as the county's permanent, full-time Fire Warden. Commissioner Jones seconded and the motion carried unanimously.

IT

Commissioner Moore moved to approve the renewal of the Microsoft Annual Software License from Advanced Network Management, Inc in the amount of \$53,667.30 for Office 365 licenses. Commissioner Barkhurst seconded, and the motion passed unanimously.

Commissioner Moore moved to approve the purchase of the wireless access points for the Carbon Building – Courthouse Annex from Advanced Network Management, Inc in the amount of \$14,221.94. Commissioner Espy seconded and the motion passed unanimously.

RURAL SCHOOLS ACT FUNDING – Public Hearing

Chairman Johnson opened a public hearing at 10:52 a.m. to hear public comments if any for the use of Secure Rural Schools Act funds. Clerk Bartlett reported notice of this public hearing was published May 5, 2021. Chairman Johnson called for comments for or against and there were none.

There being no comments, Chairman Johnson closed the hearing at 10:54 a.m.

Commissioner Moore moved to use Secure Rural Schools Act funds for any of the allowable purposes as follows: to carry out activities under the Firewise Communities program, to reimburse the participating county for search and rescue and other emergency services, including firefighting and law enforcement patrols, to cover training costs and equipment purchases directly related to emergency services described in paragraph, and develop and carry out community wildfire protection plans. Commissioner Jones seconded and the motion carried unanimously.

Road & Bridge

Commissioner Espy moved to authorize any commissioner to sign documents to hire WLC Engineers to engineer a culvert replacement on County Road 15 in the amount of \$29,330.00. Commissioner Jones seconded and the motion carried unanimously.

APPROVAL OF FINANCING DOCUMENTS FOR SPECIAL PURPOSE TAX PROJECT

Commissioner Jones moved to approve Resolution No. 2021-24, A Resolution authorizing Carbon County, Wyoming to finance the project described herein including but not limited to the costs of the planning, construction, furnishing, equipping, acquiring materials for improvement of land, including the renovation of the Carbon County Courthouse and the payment of rental payments

and the costs of the financed project, and authorizing the execution and delivery of a site lease, a lease with option to purchase and other documents described herein, with respect to the lease and leaseback of certain real property as part of a financing arrangement and ratifying, approving and confirming previous actions of officers and members of the governing body of the county and employees thereof. Commissioner Barkhurst seconded, and the motion passed unanimously.

Attorney

Commissioner Jones moved to authorize any commissioner to sign the Contract with Thos. Y. Pickett & Co., Inc. (T.Y. Pickett) for valuation services for 2021 and 2022 in the amount of \$56,000.00 per year contingent upon verification that all holdings of Brush Creek, Three Forks, A Bar A operations and all other properties listed in the contract are included. Commissioner Barkhurst seconded, and the motion passed unanimously.

Clerk

Commissioner Moore moved to ratify the chairman's signature on the U.S. Department of Treasury Coronavirus State and Local Fiscal Recovery Funds Agreement to cover eligible costs incurred during the period that begins on March 3, 2021 and ends December 31, 2024. Commissioner Jones seconded and the motion passed unanimously.

Commissioner Jones moved to regretfully accept the letter of resignation from Lee Ann Stephenson from the Carbon County Senior Services Board. Commissioner Barkhurst seconded, and the motion carried unanimously.

Commissioner Moore moved to ratify the chairman's signature on the Amendment One to Real Property Lease No. 8-09716 between Carbon County Commissioners and State of Wyoming, Department of Administration & Information General Services Division for Department of Family Services' office space located at the Carbon Building-Courthouse Annex, for the purpose of extending the term of the lease through June 20, 2023, update the payment table to reflect the cost of the extended term and revise the tenant's address. Commissioner Barkhurst seconded, and the motion passed unanimously.

Commissioner Moore moved to ratify the chairman's signature on the Amendment One to Real Property Lease No. 8-09274 between Carbon County Commissioners and State of Wyoming, Department of Administration & Information General Services Division for Public Health office space located on the 3rd floor of the Carbon Building-Courthouse Annex, for the purpose of extending the term of the lease through June 20, 2023, update the payment table to reflect the cost of the extended term and revise the tenant's address. Commissioner Barkhurst seconded, and the motion passed unanimously.

Commissioner Espy moved to authorize the Chairman's signature on the Annual Compensation Agreement for the Extension Office for Emily Haver in the amount of \$21,048.00 for a term beginning July 1, 2021 and ending June 30, 2022. Commissioner Moore seconded and the motion carried unanimously.

Commissioner

Commissioner Jones moved to instruct the clerk to publish the statement of receipts and expenditures for the fiscal year ending June 30, 2021 per W.S. 18-3-515 to be published in the Saratoga Sun. Commissioner Moore seconded and the motion carried unanimously.

ADOPTION OF CARBON COUNTY NATURAL RESOURCE MANAGEMENT PLAN - PUBLIC HEARING (Continued)

Chairman Johnson opened a public hearing at 2:54 p.m. to hear public comments if any for the proposed adoption of the Carbon County Natural Resource Management Plan.

Clerk Bartlett reported per the Administrative Procedures Act the proposed plan was published April 28, 2021 for public comment however her office has received none.

Chairman Johnson called for comments for or against and there were none. There being no comments, Chairman Johnson closed the hearing at 2:55 p.m.

Commissioner Moore moved to authorize the Chairman's signature on and adopt Resolution 2021-25 A Resolution Adopting the Carbon County Natural Resource Management Plan. Commissioner Espy seconded and the motion carried unanimously.

Commissioners

Commissioner Jones moved to approve the Chairman's signature on the Application for Federal Assistance for the Dixon Airport in the amount of \$22,000.00 for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport. Commissioner Barkhurst seconded, and the motion passed unanimously.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 3:04 p.m. with Clerk Bartlett and Ashley Mayfield Davis, John Rutherford, and Lenny Layman to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Moore seconded and the motion carried unanimously.

Lenny Layman and John Rutherford left the session at 3:32 p.m. and Patty Bentsen joined.

Commissioner Espy moved to come out of executive session at 3:45 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Moore seconded and the motion carried unanimously.

ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 3:46 p.m. Commissioner Moore seconded, and the motion carried unanimously.

A regular meeting of this Board will be held Tuesday, August 3, 2021 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.

-s- Gwynn G. Bartlett, Carbon County Clerk

Approved this 19th day of July 2021.

BOARD OF COUNTY COMMISSIONERS
CARBON COUNTY, WYOMING

-s- Willing John Johnson, Chairman