

**REPORT TO THE
MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, June 21, 2022
Carbon Building – Courthouse Annex, Rawlins WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, June 21, 2022, at 9:00 a.m. at the Carbon Building-Courthouse Annex in Rawlins, WY. Attending the meeting were Chairman, John Johnson, Vice Chairman, Sue Jones, John Espy, Byron Barkhurst and Travis Moore.

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 Barkhurst moved to approve June 2022 payroll and benefit expenses of \$920,338.69 and insurance claim and premium expenses of \$238,541.65 and the main amount of expenditures in the amount of \$813,221.75 for an aggregate total today of \$1,972,102.09. Commissioner Espy seconded and the motion carried unanimously.

Vendor	Detail Line Description	Total
Ables, Duane E	County Health Officer	\$1,600.00
Acme Electric Company, LLC	Generator Project Electrician Services	\$8,661.28
Advanced Network Mgmt., Inc.	Carbon Building Reno	\$28,094.93
Apex Communications	Maintenance Agreement	\$4,033.88
AT&T Mobility	CCSO MDT Service	\$1,711.44
Axis Forensic Toxicology, Inc.	Lab Fees	\$520.00
Baggs, Town Of	Fire Near Baggs/Water Services	\$856.15
Bank Of Montreal - Mastercard	Misc. Charges	\$54,736.29
Bearcom	Sheriff Truck Conversion	\$14,046.00
Bennett, Thomas L. M.D.	Autopsy Fees	\$2,157.71
Best Western Cottontree	Hotel Room	\$384.00
Bi Inc.	Monthly Monitoring Services	\$351.00
Blakeman Propane	Heating Services	\$912.50
Bob Barker Company, Inc.	Jail Supplies	\$546.92
Bomgaars Supply	Misc. Plumbing Supplies	\$75.73
Brightly Software, Inc.	Software Maintenance Dude Solutions	\$4,401.49
Buckingham, Maria	Electronic Monitor Refund	\$820.00
Carbon County Veterinary Hospital	K9 Zeus Visit	\$125.04

Carbon Power & Light Inc	Electric Services	\$2,254.19
CareRight Technologies, LLC	Monthly Recurring Bed Fees	\$151.80
Casper Star-Tribune	Dixon Fence Relocation Bid	\$672.86
Charm-Tex, Inc.	Jail Shower Curtain	\$168.60
Charter Communications	Jail Tv Subscription	\$119.72
Colorado District Attorney's Council	Trail Training	\$500.00
Corthell And King, P.C.	Legal Services	\$1,610.00
Corvinus Group LLC	Paging System Maintenance	\$1,946.00
Cowboy Chemical	Jail Laundry Supplies	\$798.35
Cowboy Supply House	Misc. Paper Products	\$568.25
Daily Times	Newspaper Subscription	\$76.80
Dallin Motors Inc	Mechanic Services On Brakes	\$502.53
Defense Technology (Florida)	Sheriff Deputy Schooling	\$1,220.00
Drummond Refrigeration LLC	Replace Condenser	\$2,278.48
Dustbusters, Inc.	Dust guard	\$185,869.19
Dynamic Controls Inc	Chiller Repair/Jail Security System	\$20,940.00
Elk Mountain Conoco	Fuel	\$159.11
Elk Mountain, Town Of	Water Services	\$73.00
Encampment, Town Of	Water Services	\$102.00
Encartele	Jail Data	\$1,500.00
Engstrom, James D. DDS	Inmate Dental Services	\$2,500.00
Fatbeam LLC	Fiber/Internet	\$5,170.00
Gilbert, Gary	Mileage	\$183.50
Gonzalez Butler, Wanda I	Interpreter Services	\$40.00
Gray, Brandon Scott	Electronic Monitor Refund	\$8.50
Greater Wy Big Bros/Sisters	May Prevention Services	\$10,450.00
Herman, Bobbie	Mileage	\$27.00
Hoang, Kenneth H. M.A.	Interpreter Services	\$220.00
Honnen Equipment	Mechanic Services On John Deere	\$1,834.08
IMEG	GIS Map Updating	\$4,320.00
Jack's Body & Fender Repair	Towing Services	\$675.00
Kaisler, Todd	Mileage	\$54.00
Kaluzny, Emily	Meal & Phone Usage Reimb.	\$49.29
Knife River	Rock For Fair Grounds	\$980.89
KTGA/KBDY	Tower Rent	\$150.00
L N Curtis & Sons	Gloves For Fire	\$157.53
Lindstrom, Joan	Interpreter Services	\$125.00
Martinez, Natasha K., P.C	Legal Services	\$940.00
M.H.C.C.	Health Fair Draws/Lab Fees	\$7,036.00
Merback Award Company	Sheriff's Office Plaques	\$189.86
Mike's Lock & Key	Carbon Building Security Desk Key	\$91.00

Motorola Solutions	Mobile Radio	\$4,031.58
Mountain Alarm	Monthly Monitor	\$42.90
Mountain States Lithographing	Election Code Books	\$99.14
MPM Corp / Evergreen Disposal	Trash Services	\$130.00
NatureScapes LLC	Planting Trees/Flower Beds	\$4,700.00
Norco, Inc.	Cylinder Rent	\$794.53
Office Of State Lands & Investments	Interest Due	\$21.70
Olde Trading Post	Candy	\$477.57
O'Reilly Auto Parts	Oil/Battery	\$238.55
Parker, Elizabeth	Mileage Reimbursement	\$35.10
Perry, Abby	Observation Beehive	\$255.00
Personnel Evaluation, Inc.	Employee Evals	\$40.00
Q Creek Land And Livestock LLC	Rock Removal	\$1,200.00
Quill Corporation	Name Tags/Vinyl Badges	\$228.92
R.P Lumber Company, Inc.	Misc. Supplies	\$565.26
Rawlins Automotive	Misc. Parts	\$1,763.87
Rawlins Hardware	Misc. Supplies	\$872.34
Rawlins, City Of	Water Services	\$1,798.00
Republic Services #642	Trash Services	\$212.64
Ricoh USA Inc	It Copiers	\$1,187.80
Ricoh USA, Inc	It Copiers	\$6,312.48
Rock Solid SST	Ammunition	\$3,640.00
Rocky Mountain Power	Electric Services	\$27,258.49
Saratoga Auto Parts, Inc.	Misc. Parts	\$662.23
Saratoga, Town Of	Water Services	\$65.75
Sheehan Trucking	Water For Mag	\$3,910.00
Shepard's	Fuel	\$2,465.76
Shively Hardware	Irrigation Boots/Misc. Parts	\$205.81
Slow And Steady Law Office, PLLC	Legal Services	\$10,130.00
Smith Psychological Services	Evaluation	\$400.00
Snake River Press	Election Ads	\$296.00
Spaulding, Dawnnette	Mileage	\$106.47
Staples Advantage	Misc. Office Supplies	\$558.91
State Of Wyoming A & I	State Mainframe Access	\$12.36
Stinker Stores Inc	Fuel	\$13,322.58
Summit Food Service	Jail Meals	\$7,345.49
Sunburst Merc. & Longhorn Lodge	Fuel	\$238.89
Swanson Services Corporation	Jail Commissary	\$1,428.04
T.O.G.	Wash Windows	\$960.00
Terminix	Pest Control	\$44.00
Thomas Scientific	Filters	\$2,329.92

T-O Engineers	DWX 2022 Seal Coat & Mark	\$1,063.75
Triple X Contracting, Inc.	Trash Services	\$130.00
Tyler Technologies, Inc	Tyler Software Support/Maintenance	\$834.76
United States Postal Service	Postage Machine Funds	\$10,000.00
University Of Wy Extension	CES Support Person Salary Match	\$16,797.00
Us Bank	Misc. Charges	\$7,517.92
Valley Oil Company	Fuel	\$2,756.08
Voiance Language Services LLC	Over The Phone Interpretation	\$71.25
W.A.R.M. Property Insurance Pool	Property Assessment 2022-2023	\$229,935.58
W.S. Darley	Repair Kit	\$271.97
Walker, Deborah C	CCSO Patches	\$32.00
Wex Bank	Fuel	\$1,431.37
Wille, O.R.	Mileage	\$45.00
Winters Griffith Architects	Construction Admin Courthouse	\$8,385.00
Wrigley, Robert L	Lodging Reimbursement	\$982.64
Wy Dept Of Health	State Vehicle Rental	\$80.00
Wy Peace Officers Assoc	New Members Dues	\$70.00
Wy Public Health Laboratory	Lab Fees	\$846.00
Wy Secretary Of State	Trademark Of County Seal	\$100.00
Wy State Forestry	Goggles	\$353.02
Zumbrennen Electric Inc.	Led Lighting Project	\$50,383.44

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 7, 2022, regular meeting minutes, monthly receipts from Clerk of District Court in the amount of \$4,765.00, a bond for Courtney E. Priest, Treasurer for the Carbon County School District #2 Recreation Board in the amount of \$10,000.00 and a bond for Russel Waldner, Treasurer for the Saratoga-Carbon County Impact Joint Powers Board in the amount of \$25,000.00. Commissioner Moore seconded and the motion passed unanimously.

ELECTED OFFICIALS & DEPARTMENT HEADS

Emergency Management

Lenny Layman, Carbon County Emergency Management Coordinator presented an update on the Rainbow Family Gathering occurring 2 hours from Craig CO. He asked if the BOCC wanted to consider placing large dumpsters in the county areas near Baggs. He requested and received authorization to activate the C4 partially and virtually for the travel time. Mr. Layman stated the Routt County Commissioners may consider closing County Road 80, however he would like to encourage them to keep it open to keep traffic out of Wyoming as much as possible. He also discussed proposed emergency evacuation routes for the event. He would like to barricade HWY 70 directing people towards Baggs then south towards Craig, CO as they have more services.

Commissioner Espy moved to authorize any commissioner to sign a letter to the Routt County Commissioner copied to Aaron Voss with the US Forest Service requesting they leave Routt County Road 80 open for the Rainbow gathering. Commissioner Jones seconded and the motion carried unanimously.

Mr. Layman updated the Board on upcoming meetings and requested and received approval to partially activate the Carbon County Coordination Center (C4) during the Chancey Williams concert on August 3, 2022, from 5:00pm – 11:00pm. The idea is that it would be a good training exercise. Commissioner Jones expressed concern that the public may perceive this wrong and Chairman Johnson asked him to call it a training rather than an activation to appease the public. Lenny feels this is more about preparedness rather than creating fear. He suggested calling it a “Training Activation” to support and help coordinate a major event and that this type of activity would not require BOCC approval.

Mr. Layman presented a monthly update for the Office of Emergency Management to include meetings, and trainings. He will be utilizing the county’s mass notification for temporary notifications related to the county fair.

Public Health

Amanda Brown, Public Health Director presented a contract for emergency preparedness for approval and another for the public health nursing services and maternal child health.

Commissioner Moore moved to authorize any commissioner’s signature on the contract between the Wyoming Department of Health Public Health Division and Carbon County for implementation of CDC emergency preparedness and response capabilities for a term of July 1, 2022, to June 30, 2023, and in the amount not to exceed \$104,000.00 pending legal review. Commissioner Espy seconded and the motion passed unanimously.

Commissioner Espy moved to authorize the Chairman’s signature on the Memorandum of Understanding between the Wyoming Department of Health Public Health Division and Carbon County regarding public health nursing services and maternal child health in the amount of up to \$112,952.00 federal funds plus state funds of up to \$89,000. Commissioner Espy seconded and the motion carried unanimously.

Clerk Bartlett presented an agreement for the Women Infant and Children (WIC) program for approval and Chairman’s signature.

Commissioner Moore moved to approve the Agreement among the Wyoming Department of Health, Public Health Division, Carbon County WIC Program and Carbon County for the Special Supplemental Nutrition Program for Women, Infants and Children for a term of July 1, 2022, through December 31, 2023, and in the amount not to exceed \$4,508.00. Commissioner Espy seconded and the motion passed unanimously.

Buildings & Grounds

Jim Piche, Buildings & Grounds Manager discussed going out for bid to get the floors in the jail housing units resurfaced. He has a proposal from Barch Industries to remove the tile and get the floor sanded down to concrete floor to remove the issues with tile coming up. The proposal totals \$4,915.00. The Sheriff asked that a sealant be applied and he approved. The BOCC authorized the work to be done.

Jim mentioned some jail cells also need repainting and he will explore options with the Sheriff for that work.

The jail lighting project should be completed this week. The price rose \$1,967.01 as the lights installed had to be dimmable and this was not in the original bid documents. The Clerk has advertised for final payment to be made per statute later in July. Jim will apply to Rocky Mountain Power for the rebate.

The fairgrounds audio system is installed and staff will be trained this week. All the buildings are now connected with internet service. The county's IT department is reaching out to the internet service providers to see if they would sponsor free Wi-Fi during the fair.

Fire

John Rutherford, Carbon County Fire Warden is also working on the Rainbow Gathering. A Type III team will be activated and there will be a prepositioned helicopter. He has approved fireworks applications for the Town of Baggs, Seminoe Boat Club and Old Baldy. He reached out to A Bar A and Brush Creek as he typically receives applications from them as well.

He and Commissioner Moore will be visiting Encampment tonight to provide further education on the proposed formation of a fire district.

Road and Bridge

Kandis Fritz, Road and Bridge Coordinator, presented a Cooperative Agreement to remove and replace the bridge over North Platte River for approval and Chairman's signature. The replacement is on County Road 203, the Brush Creek Bridge. Attorney Davis discussed engineering costs noting the actual costs are to be passed on to the county over 3-5 years from WYDOT. She suggested a letter from the board to WYDOT to clarify if costs are an estimate of the project amount or actual passed on costs. Commissioner Espy would like an accounting of the engineering costs. She suggested adding a sentence in the contract requiring the breakdown at the end of the project. \$4,200,660.00 with the county 9.51% being \$380,653.00.

Commissioner Espy moved to approve the Cooperative Agreement between the Wyoming Department of Transportation and Carbon County to remove and replace the bridge over North Platte River (Structure No. DML) on County Road 203 as part of the federally funded and WYDOT administered Bridge Replacement Off-System Program (BROS) for a term through completion of the project and in a matching cost at 9.51% or \$380,653.00 and to attach a letter

asking for a breakdown of engineering costs. Commissioner Moore seconded and the motion passed unanimously.

Ms. Fritz would like to publicly thank Crowheart Energy for the donation of water on the Wamsutter Road for their preparation blading for Mag Chloride.

Ms. Fritz has had a few phone calls for Road and Bridge to blade some very seasonal, category 3 and 4, county roads. The Road and Bridge Department is very busy prepping roads for another 91 miles of mag chloride in the coming weeks with our CMAQ grants. She wanted the commissioner's input on how they would like her to handle these requests. They are county roads, but according to our policy these types of roads get very limited maintenance without the board's approval. For example, County Road 602, the Browns Hill Road that cuts across from County Road 401 to County Road 503. Also got a request on County Road 505, The Miller Hill Road. She did have the Rawlins guys touchup a couple places on these roads, but without any moisture, and a lot of blade time, some of these ruts will be hard to get out. These roads are just dirt roads, no gravel. The BOCC thought if there happens to be a blade in the area and staffing to blade those could be done but only as time allows.

Ms. Fritz discussed chip sealing the Baggs dump road. The estimate is \$80,000 and she thinks this can be accomplished next year.

Planning and Development

Sarah Brugger, County Planning Director presented a professional services agreement for Sid Fox for approval and Chairman's signature. This is for Mr. Fox to cover the office while Ms. Brugger is out on leave later this year.

Commissioner Jones moved to approve the Professional Service Agreement for Sid Fox for a term of September 1, 2022, through October 31, 2022, and in the amount of \$100 per hour plus \$1,250 housing allowance per month. Commissioner Espy seconded and the motion passed unanimously.

Ms. Brugger gave an update on the FEMA Flood Insurance Rate Map (FIRM). The process has once again been delayed due to anticipated changes in Saratoga and Rawlins likely until 2024. During 2023 the county's regulations will need updated to match the proposed flood maps.

Ms. Brugger discussed amending the Fee Schedule for the Planning and Development Department.

Clerk

Gwynn Bartlett, County Clerk reported the public test of voting equipment is to be held this Friday at 9 a.m. in her office. She invited the public to attend. She discussed the County's retiree health insurance noting the BOCC had previously discussed removing retirees and dependents upon Medicare eligibility based on age. Commissioner Moore thought that since other programs are available that weren't previously retirees should be able to fill the gap for spouses as needed with those programs as well. The BOCC ultimately asked Clerk Bartlett to agenda this in July with a formal plan amendment for retirees and dependents to be removed from the plan upon Medicare

eligibility due to age effective January 2023 with an automatic 10% increase each January rounded to the nearest dollar.

Clerk Bartlett discussed the sale of county owned property and confirmed that she will be moving forward with advertising certain parcels for bids from the public. The BOCC unofficially authorized her to proceed. The BOCC authorized her to accept bids for the 322 Pine Street, the house on the block of the Carbon Building. If not sold the house would need to be torn down and Kandis Fritz indicated her staff may be able to complete this in the fall as time allows.

Clerk Bartlett discussed Honorable Judge Stipe's request to approve two new magistrates for Circuit Court. She is requesting that Natasha Martinez and H. Michael Bennett be added to the list.

Commissioner Espy moved to approve Natasha Martinez and H. Michael Bennett to the list of Attorney Magistrates provided by Susan K. Stipe, the Circuit Court Judge, 2nd Judicial District, Carbon County. Commissioner Jones seconded and the motion passed unanimously.

Clerk Bartlett presented a board application that she received for Leigh Nation to be re-appointed to the Carbon County Library Board.

Commissioner Jones moved to reappoint Leigh Nation to the Carbon County Library Board for a 3-year term ending June 2025. Commissioner Barkhurst seconded and the motion passed unanimously.

Clerk Bartlett presented a grant agreement with the Wyoming State Loan and Investment Board for the Courthouse Sally Port for approval and Chairman's signature.

Commissioner Espy moved to approve the State of Wyoming State Loan and Investment Board Grant Agreement to be used for the Courthouse Sally Port project in an amount not to exceed \$67,500.00 for a term through the completion of project. Commissioner Moore seconded and the motion carried unanimously.

STEPPING STONES YOUTH HOME

Matti Irvine, Lead Youth Mentor with Stepping Stones Youth Home and Jon Tengesdal Director of Youth and Outreach Services with Volunteers of America Northern Rockies, presented a monthly update for the Stepping Stones Youth Home.

CARBON COUNTY VISITOR'S COUNCIL

Sinclair Mayor Leif Johanson and Mary Pat Whitfield discussed the potential of Carbon County matching funds for a grant that the visitor's council is applying for. The grant is for a proposed bike trail between the City of Rawlins and Walcott Junction. The total project cost is \$1,375,000.00 between Rawlins and Sinclair with a match required of \$125,000.00. Mayor Johanson suggested the waterline right of way as the route, depending on if Rawlins owns or leases the ROW. Leslie Jones, Director of the Visitor's Council reported they cannot use their funding on capital items.

Chairman Johnson thought the easement issue and route should be finalized before requesting funding from the county.

Treasurer

County Treasurer Lindsey West reported that the first publication for the county's tax sale will contain approximately 550 parcels and hit the paper this week.

Attorney

Ashley Mayfield Davis, Carbon County Attorney reported she contacted Apex regarding their existing contract for communications services. She asked if the BOCC was comfortable including a couple county representatives with her to devise an amended contract.

Commissioners

Vice Chairman Sue Jones requested to ratify her signature on the notice to proceed for the Dixon Airport Replacement of Wildlife Fence Project.

Commissioner Moore moved to ratify Vice Chairman Sue Jones signature on the Notice to Proceed for the Dixon Airport Replacement of Wildlife Fence Project dated June 9, 2022. Commissioner Espy seconded and the motion passed unanimously.

Vice Chairman Sue Jones presented a transfer of entitlements for approval and chairman's signature.

Commissioner Jones moved to approve the Chairman's signature on the Request for FAA Approval of Agreement for Transfer of Entitlements from Rawlins Municipal Airport/Harvey Field to Ralph Wenz Field in Pinedale, WY in the amount of \$150,000.00. Commissioner Moore seconded and the motion passed unanimously.

CITIZEN & COMMISSIONERS DISCUSSION

Commissioner Moore reported he is working with John Rutherford on the proposed fire district educational pieces and will continue to hold various public meetings throughout the county.

Cali O'Hare – Bigfoot 99

Chairman Johnson announced that Cali O'Hare with Bigfoot 99 is leaving the county as she received a job in Pinedale. He thanked her for professionalism and courtesy in everything that she has reported on for Carbon County.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 12:19 p.m. with Clerk Bartlett and Ashley Mayfield Davis to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Moore seconded and the motion carried unanimously.

Commissioner Espy moved to come out of executive session at 12:38 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Barkhurst seconded and the motion carried unanimously.

BUDGET WORKSHOP

The county's budget was balanced. The final estimate of cash will be \$3 million plus revenue estimates of the general fund of \$23,358,439.95. Estimated expenses total \$32,740,589.95 leaving a levy requirement of \$6,382,150.00 using a county valuation of \$531,845,833.00.

ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 3:31 p.m. Commissioner Moore seconded and the motion passed unanimously.

A regular meeting of this Board will be held Monday, July 18, 2022, at 9:00 a.m., at the Carbon Building-Courthouse Annex, located at 215 W. Buffalo St. Suite 240A, 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.