

**REPORT TO THE
MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, October 4, 2022
Carbon Building – Courthouse Annex, Rawlins WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, October 4, 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 the report of expenditures in the amount of \$302,398.29. Commissioner Espy seconded and the motion passed unanimously.

APEX COMMUNICATIONS	RADIO MAINTENANCE/REPAIR	\$50.61
AT&T MOBILITY	CCSO MDT SERVICE	\$855.72
AXIS FORENSIC TOXICOLOGY, INC.	LAB FEES	\$370.00
AXON ENTERPRISE, INC.	TASERS	\$6,432.35
BARTLETT, GWYNN	MILEAGE/HOTEL REIMBURSEMENT	\$927.59
BLACK HILLS ENERGY	HEATING SERVICES	\$3,527.68
BLUE KNIGHT SECURITY LLC	INMATE TRANSPORT	\$6,150.00
BOB BARKER COMPANY, INC.	MISC INMATE SUPPLIES	\$859.30
BOMGAARS SUPPLY	BULB PUMP/PIPE/FUEL FILTER	\$17.97
BROWN, AMANDA	MEETING MEALS	\$120.32
BUCHANAN, KAREN	MILEAGE	\$66.00
CARBON COUNTY VETERINARY HOSPITAL	VET SERVICES	\$1,269.34
CASPER WINNELSON CO	MISC SUPPLIES	\$1,593.13
CLERK OF DIST COURT (JURORS)	JURORS	\$3,352.40
COMMUNICATION TECHNOLOGIES	EM VEHICLE LIGHTS/SIRENS	\$26,032.00
COWBOY CHEMICAL	JAIL LAUNDRY SUPPLIES	\$760.65
COWBOY SUPPLY HOUSE	CLEANING SUPPLIES	\$5,844.30
CRAGUN, MEGAN A	MILEAGE	\$70.50
CRAYS, RICHARD	AMMUNITION	\$1,608.00
CULLIGAN WATER CONDITIONING	SALT	\$500.00
DAILY TIMES	NEWSPAPER SUBSCRIPTION	\$447.12

DALLIN MOTORS INC	MECHANIC SERVICES	\$1,042.24
DAVIS, ASHLEY	MILEAGE	\$241.00
DIXON, TOWN OF	WATER SERVICES	\$308.00
DUSTBUSTERS, INC.	RETAINAGE FOR DUST GUARD	\$62,790.00
ELECTION SYSTEMS & SOFTWARE, LLC	EXPRESS VOTE CARDS	\$375.95
ELK MOUNTAIN, TOWN OF	WATER SERVICES	\$68.50
ENCARTELE	JAIL DATA	\$1,500.00
ENGINEERING ASSOCIATES	ENGINEERING SERVICES	\$1,107.70
ENGSTROM, JAMES D. DDS	INMATE DENTAL SERVICES	\$2,500.00
ESPY, JOHN	FLIGHT	\$890.00
FIRED UP RESCUE	FIRE BOOTS	\$706.28
FURTHER	HEALTH REIMBURSEMENT	\$4,103.85
GALLS/QUARTERMASTER	CUFFS/LEG IRONS	\$993.64
GRAINGER	T BAR DOME SECURITY MIRROR	\$83.71
HIGH PLAINS POWER	ELECTRIC SERVICES	\$571.80
HONNEN EQUIPMENT	COOL GARD	\$82.38
JACK'S BODY & FENDER REPAIR	TOWING SERVICES	\$1,569.00
K2 TOWERS III, LLC	RADIO SITE LEASING/RENT	\$2,185.45
KILBURN TIRE COMPANY	TIRES	\$139.95
KOLKMAN, DENNIS	DAILY DEPOSIT REFUND	\$837.00
KOSTOVNY, MARK	MILEAGE	\$44.00
KTGA/KBDY	RADIO SITE LEASING/RENT	\$150.00
LAKIA, THOMAS J	MEAL REIMBURSEMENT	\$6.23
LIFETIME BENEFIT SOLUTIONS, INC	COBRA BENEFITS	\$25.00
LINDSTROM, JOAN	INTERPRETER SERVICES	\$125.00
LOCAL GOVERNMENT LIABILITY POOL	JEFFREY CENTER MEMBERSHIP RENEWAL	\$500.00
MARTINEZ, NATASHA K., P.C	LEGAL SERVICES	\$390.00
MASS GRADING LLC	SEWER LINE AT C4	\$2,940.00
MCKESSON MEDICAL-SURGICAL	JAIL MEDS	\$839.17
MEDICINE BOW, TOWN OF	WATER SERVICES	\$6,085.50
MEMORIAL HOSPITAL OF CARBON COUNTY	ED PSYCH HOLD	\$19,991.29
MOORE, JOHN	MEAL REIMBURSEMENT	\$42.00
MOTOROLA SOLUTIONS	MOBILE RADIO	\$7,046.01
MOUNTAIN ALARM	MONTHLY MONITORING SERVICES	\$47.90
NIGHTFORCE OPTICS, INC.	RIFLE SCOPES	\$2,127.50
OPEN TO INTERPRETATION	INTERPRETATION SERVICES	\$840.00
O'REILLY AUTO PARTS	TUB O TOWELS	\$33.98
PERKINS OIL CO	FUEL	\$760.78
PERSONNEL EVALUATION, INC.	PEP TEST	\$25.00
PHILLIPS 66-CONOCO-76	FUEL	\$96.29
PINNACLE PUBLIC FINANCE, INC	CAT BLADE/END DUMP	\$49,123.39

QUILL CORPORATION	MISC OFFICE SUPPLIES	\$827.16
R.P LUMBER COMPANY, INC.	MISC SUPPLIES	\$263.97
RAWLINS AUTOMOTIVE	MISC PARTS	\$648.13
RAWLINS EASTSIDE CARWASH	WASH CARD REFILLS	\$69.30
RAWLINS HARDWARE	MISC SUPPLIES	\$363.06
RICOH USA INC	IT COPIERS	\$300.89
RICOH USA, INC	IT COPIERS	\$6,357.64
ROBINSON, DAVID	MILEAGE	\$136.00
SARATOGA AUTO PARTS, INC.	MISC SUPPLIES	\$683.36
SARATOGA SUN	ABANDON VEHICLES ADS	\$175.75
SCHILLING & WINN PC	LEGAL SERVICES	\$3,382.14
SHEPARD'S	FUEL	\$4,890.48
SHIPPY, APRIL	INTERPRETATION SERVICES	\$880.00
SHIVELY HARDWARE	SPRING	\$3.49
SKORDAS, KARI	CPT TRAINING PREVENTION	\$2,500.00
SPAULDING, DAWNETTE	MILEAGE	\$75.00
STAPLES ADVANTAGE	MISC OFFICE SUPPLIES	\$265.24
STATE OF WYOMING DCI	SEX OFFENDER CHANGES	\$50.00
STINKER STORES INC	FUEL	\$6,878.86
SUMMIT FOOD SERVICE	JAIL MEALS	\$17,162.03
SWANSON SERVICES CORPORATION	JAIL COMMISSARY CREDIT	\$1,685.93
THE COWBOY COUTURE	EMBROIDERY	\$32.00
THE PRODUCT CENTER	IMAGING UNIT	\$496.05
THOS. Y. PICKETT & CO., INC.	VALUATION CONTRACT	\$10,000.00
TYLER TECHNOLOGIES, INC	WEB HOSTING INTERNET	\$2,775.63
UPRSWDD	TRASH SERVICES	\$190.00
VOIANCE LANGUAGE SERVICES LLC	INTERPRETATION SERVICES	\$37.50
WOHL, JUDITH	MILEAGE	\$88.00
WY BEHAVIORAL INSTITUTE	ED PSYCH HOLD	\$1,454.00
WY DEPT OF TRANSPORTATION	CN06066 CB CO/CO RD/SAVERY CR RD/PLATES	\$32.72
WY MACHINERY COMPANY	MISC SERVICES/PARTS	\$4,711.64
WY RETIREMENT SYSTEM	VOL RETIREMENT	\$768.75
YOCUM, LEO	MILEAGE	\$23.10

CONSENT AGENDA

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. The consent agenda includes the September 20, 2022, regular meeting minutes, monthly receipts from Planning and Development in the amount of \$13,280.00 and Road & Bridge in the amount of \$150.00, Tax Roll Correction in the amount of (\$1,611.64) and Notice of Valuation Changes in the amount of (\$488,106.00). Commissioner Barkhurst seconded and the motion passed unanimously.

Brenda Hernandez

Brenda Hernandez requested approval from the BOCC to serve alcohol at the Fairgrounds Multiplex until 1:00 a.m. on October 22, 2022. Ms. Hernandez stated that she has reached out to the Fair board and has received a letter of their approval. She has also received a special alcohol permit through the City of Rawlins for her event and has private security and a licensed retailer serving the alcohol. The county's current rules only allow service until midnight.

Commissioner Espy moved to approve the extension of alcohol sales until 1:00 a.m. on October 22, 2022, for Brenda Hernandez at the Fairgrounds Multiplex noting she has private security and a licensed retailer selling the alcohol. Commissioner Moore seconded and the motion passed unanimously.

EMPLOYEE RECOGNITION

Gwynn reported that the following individuals will hit years of service markers this month: Tracy Newbrough 15, Deb Fall 10 and Taylor Miller 5 years.

ELECTED OFFICIALS & DEPARTMENT HEADS

Emergency Management

Lenny Layman, Emergency Management Coordinator discussed extending contracts with Konexus /AlertSense from annual contracts to 3 years to lock in pricing and avoid increases. They would still be paid annually from the Homeland Security SHSP grants.

Mr. Layman presented a monthly update for the Office of Emergency Management to include a Hog Park & Little Snake Collection System Tour, DSLRPros Drone In-Service Training, THIRA Completion, Hanna AML Office of Emergency Management Site Visit, and an upcoming Wyoming Office of Homeland Security Coordinators Conference in Casper on October 4th & 5th.

During the update County Road 297 was discussed noting it's closed until the entire abandoned mine land mitigation is complete. The BOCC was adamant this remain closed for safety. Chairman Johnson discussed his liking of having a weight limit and opening it. Attorney Davis advised that until engineers provide a different recommendation the road remain closed. Mr. Layman reported yesterday there was conversation that if this road is an emergency exit and the county isn't plowing it regularly that could be an issue. Chairman Johnson stated that there are other ways out of town besides that road and again requested the engineer's thoughts on opening it.

Sheriff

Loretta Hansen, Victim Witness Coordinator with the Carbon County Sheriff's Office presented a contract for victim's services for the Chairman's signature. She receives two state and two federal funding streams to fund her department.

Ms. Hansen reported October is domestic violence awareness month.

Commissioner Moore moved to authorize the Chairman's signature on the Fiscal Year 2023 Contract for Services to Victims of Crime Between the State of Wyoming, Office of the Attorney General, Division of Victim Services and Carbon County Sheriff's Office Victim Witness Program in the amount of \$70,007.00 through June 30, 2023. Commissioner Espy seconded, and the motion passed unanimously.

Road and Bridge

Kandis Fritz, Road and Bridge Coordinator Clerk Bartlett discussed financing rates for the trade in and the purchase of two motor graders from WY Machinery in the amount of \$677,405.93.

Commissioner Jones moved to enter into a lease/purchase agreement with RNB State Bank at a rate of 3.95% for the purchase of the two motor graders from WY Machinery for a term of 7 years. Commissioner Barkhurst seconded and the motion passed unanimously.

Ms. Fritz presented a Road Use Agreement for approval and the Chairman's signature.

Commissioner Espy moved to approve the Chairman's signature on the Road Use Agreement between Carbon County and PacifiCorp for D1 Segment of Gateway West Transmission Project. Commissioner Barkhurst seconded and the motion carried unanimously.

Ms. Fritz discussed county bridges noting those over 20' are inspected by the WY Department of Transportation. The county has numerous under 20' and each need inspected for potential repairs. She would like to hire an engineer to help determine if redecking is worthwhile on those bridges.

Building and Grounds

Mike Newbrough, Interim Building and Grounds Manager discussed the various generators located at different county buildings and the amount of load that each one can or cannot carry and what the generators will be able to run. Jeff Askins, Buildings & Grounds employee reported that the Jeffrey Center generator has been severely rewired to work there, and the Fire Department generator would also have to be rewired to work at the Jeffrey Center, derating each. The one ordered for the Interim Justice Center was ordered by the previous buildings manager and is too small. Road & Bridge's generator can run everything there including the C4 except the air conditioning.

There was discussion about the importance of the Jeffrey Center as the state health pods are there and must be able to be lifted to the upper floor on the elevator. He would like confirmation of whether the generator can run the elevator there as currently installed. The BOCC ask this be tested fully weighted so they will know if the generator will run it and report back so they can make a full plan on how to proceed.

IT Director Matt Webster stated he focuses on IT infrastructure being backed up, which includes air conditioning in the IT rooms.

Planning and Zoning

Sid Fox, County Consulting Planner, and Kristy Rowan, Office manager presented certifications of recommended action on behalf of the Planning Department requesting a public hearing be scheduled for each.

Commissioner Barkhurst moved to accept Certifications of Recommended Action from the Carbon County Planning & Zoning Commission for Z.C. Case #2022-16 – Jeremy Perkins and Alanna Lee, Z.C. Case #2022-17 – Brian Kisner, Z.C. Case #2022-18 – Matthew and Helen Vaughn and C.U. Case #2022-05 – Union Telephone Company and Sandstone Ranches and schedule a public hearing for Tuesday, November 15, 2022, at 11:00 a.m. at the Carbon Building – Courthouse Annex, Rawlins, Wyoming. Commissioner Moore seconded and the motion passed unanimously.

Mr. Fox also discussed amendments to subdivision regulations. He presented ideas to the Planning Commission yesterday with success. He is focusing on the waiver sections regarding waiver of submission requirements. This process applies some discretion if requirements don't apply to a particular application. He is also focusing on subdivision exemptions among other things. He is contracted to work with the county through October and asked if the BOCC wanted to have a work session and how to handle legal review.

Commissioner Jones thought the Land Use Plan needs updated as well noting that would require a Request for Proposals to be released to find a contractor to update it. Chairman Johnson also hoped the draft of subdivision regulations could be presented by Sid before he leaves.

IT

Matt Webster, County IT Director reported Saratoga is now live on the county's Spillman software server. This increases the ability of various agencies to share information. He reported he was involved in the mountain top site visits for the communications project along with John Rutherford and will continue to be involved as things progress. Matt has been invited and has accepted to be part of the State of WY Cybersecurity Commission.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 10:37 a.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 passed unanimously.

Commissioner Espy moved to come out of executive session at 10:51 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Barkhurst seconded and the motion passed 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 the hospital's financials and obstetric unit. Also present from the Board of Trustees was Mark Kostovny.

Clerk

Gwynn Bartlett, County Clerk requested to ratify Commissioner Espy's signature on the Contract between Wyoming Department of Family Services and Carbon County Commissioners that he signed on September 22, 2022.

Commissioner Moore moved to ratify Commissioner John Espy's signature on the Contract between Wyoming Department of Family Services and Carbon County Commissioners dated September 22, 2022, that sets forth the terms and conditions for operating the Temporary Assistance for Needy Families Community Partnership Initiative for a term from October 1, 2022, through September 30, 2023, in an amount not to exceed \$12,500.00. Commissioner Barkhurst seconded and the motion passed unanimously.

Clerk Bartlett reported she would like to offer employee-paid optional life insurance to employees as a payroll deduction with Standard Life Insurance if enough employees sign up. The change will require a plan amendment, but she does not have it yet. Due to the time sensitive nature, she requested authorization for any commissioner to sign the amendment once received and reviewed by herself and the County Attorney.

Commissioner Moore moved to approve the Chairman's signature on the amendment to the Standard Life Insurance to add voluntary life after attorney, clerk and commissioner review. Commissioner Jones seconded and the motion passed unanimously.

Attorney

County Attorney, Ashley Mayfield Davis further discussed Cathy Gardens located at 548 15th St. Rawlins, WY and the county's donation of the facility to Cathy Gardens LTD, Property Management Inc, in the amount of \$10.00. This entity has operated the facility since the 70's under a very long-term lease. When the BOCC asked the clerk to look at properties the county no longer needed to own this was on the list of ones that made more sense to donate as it's used for low-income housing and will continue to be. The have been making significant capital investments to the property in recent years including a new elevator, roof, and foundation work. Due to these reasons the BOCC thought it was in the best interest of the citizens of the county for the facility to be under private ownership through a donation.

Commissioners

Commissioner Jones reported the AWOS system is failing at the Dixon Airport. Total repairs are over \$10,000 and she plans to seek an 80/20 grant through WYDOT for a new system. In addition, where the taxiway goes in front of two hangars is very thin and deteriorating. Bo Stocks asked if he could pour concrete to repair the entire area including the area leading to his hangar. T-O Engineers is going to review the matter for funding.

Chairman Johnson reported Commissioner Espy received the “Riding for the Brand” award from the WY County Commissioners Association and he congratulated him on behalf of the BOCC. Much of the award was for his national work with National Association of County Officers and Western Interstate Region.

Commissioner Espy moved to authorize the Chairman to electronically sign a Local Government Tribal Assistance Fund application for funding. Commissioner Moore seconded and the motion carried unanimously.

CITIZEN & COMMISSIONERS DISCUSSION

Chairman Johnson asked for public comment on a proposed fire district however no citizens were present. Commissioner Moore reported he and John Rutherford have held and will hold additional educational sessions about the proposed district. He noted anyone is invited to these meetings, especially those voters in unincorporated areas.

BUDGET WORKSHOP

A budget workshop was held to review the county’s budget, expenses and revenues.

ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 11:32 a.m. Commissioner Moore seconded and the motion passed unanimously.

A regular meeting of this Board will be held Tuesday, November 1, 2022, at 9:00 a.m., at the Carbon Building – Courthouse Annex, located at 215 W. Buffalo St. Suite 240C, 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 www.carbonwy.com or by calling the Clerk’s Office at (307) 328-2668 or 1-800-250-9812.