

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, December 6, 2022  
Carbon Building – Courthouse Annex, Rawlins WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, December 6, 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, Commissioner 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 payment to Sunrise Sanitation for \$45.00. Commissioner Espy seconded and the motion passed with all voting for the motion except Commissioner Jones who abstained due to personal conflicts.

Commissioner Barkhurst moved to approve the report of expenditures in the amount of \$1,273,344.87 for an aggregate total today of \$1,273,389.87. Commissioner Espy seconded and the motion passed unanimously.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
Abels, Duane E	County Health Officer	\$1,600.00
Able Equipment Company	Flat Bed and Bumper	\$8,920.00
Acme Electric Company, LLC	Electrician Services	\$156.20
Advanced Network Mgmt., Inc.	Site to Site VPN	\$5,324.22
All Traffic Solutions Inc.	Emergency Management sign	\$2,850.00
Apex Communications	County Maintenance	\$4,033.88
APG Media of the Rockies	Office Closure & Board Vacancy Ad	\$240.00
Asbestos & Technical Services, Inc.	222 W Pine Asbestos Test	\$1,500.00
Axis Forensic Toxicology, Inc.	Lab Fees	\$185.00
Bank of Montreal - Mastercard	Misc. Charges	\$49,832.63
Barcodes	Label Printer Ribbons	\$537.52
Barkhurst Collision Center	Battery	\$494.90
Belinte, Jerry	Soberlink/ Deposit Refund	\$187.00
Bertrand, Casey	Electronic Monitor Refund	\$820.00
Black Hills Energy	Gas Services	\$14,052.05

Blakeman Propane	Heating Services	\$4,535.37
Bob Barker Company, Inc.	Inmate Clothing	\$2,953.90
Bomgaars Supply	Misc. Supplies	\$793.92
Bridger Fabrication	Air Pack Kill Chamber	\$370.67
Capital Business Systems Inc.	IT Copiers	\$2,696.70
Carbon County Fair Board	Monthly Outside Agency Payment	\$4,166.67
Carbon County Library	Monthly Outside Agency Payment	\$30,299.31
Carbon County Museum	Monthly Outside Agency Payment	\$18,750.00
Carbon County Senior Services	Monthly Outside Agency Payment	\$18,750.00
Carbon County Veterinary Hospital	K9 Zeus Vet Services	\$762.46
CareRight Technologies, LLC	Monthly Recurring Bed Fee	\$151.80
CAV- Front Range	Fairgrounds Audio Sys. Partial Pymt	\$9,139.06
Charter Communications	Cable Services	\$615.48
Clerk Of Dist. Court (Jurors)	Jurors/Bailiffs for Trial	\$3,233.76
CNA Surety	Bond Renewals	\$540.00
Corthell And King, P.C.	Legal Services	\$334.29
Corvinus Group LLC	Jail Door Lock Service	\$1,455.00
Cowboy Chemical	Jail Laundry Supplies	\$714.85
Cowboy Supply House	Misc. Cleaning Supplies	\$3,929.74
Creagan, Lauren	Facebook Marketing	\$600.00
Daily Times	Jail Newspapers	\$187.92
Defense Technology (Florida)	Sheriff Training	\$1,990.00
Dirty Boyz Sanitation, Inc	Trash Services	\$1,592.00
Dixon, Town of	Water Services	\$308.00
Dominion Energy	Heating Services	\$321.68
Downey, Kevin	Soberlink Deposit Refund	\$820.00
Encartele	Jail Data	\$300.00
Engineering Associates	Chip Seal Project	\$2,318.22
E-Z Lift Garage Doors	County Fire Garage Door Maint.	\$170.00
FCI Constructors of Wy	Courthouse Carbon Bldg. Const.	\$233,202.15
Fired Up Rescue	Mineral Based Oil	\$53.64
France, Tara	Court Reporter Services	\$2,150.75
Fritz Welding & Machine, Inc.	Welding Services	\$23.20
Front Range Fire Apparatus	Misc. Fire Equipment	\$163.86
Further	Medical FSA & Part. Fees	\$1,845.58
Futurity IT, Inc	Orion License Renewal	\$1,350.00
Galls/Quartermaster	Deputy Uniforms and Supplies	\$812.82
Grainger	Misc. Supplies	\$1,320.24
Gulbrandson, Kimberly A	Mileage	\$9.35

Hanna, Town of	Water Services	\$254.22
High Plains Power	Electric Services	\$504.80
Honnen Equipment	Window for John Deer Door	\$1,468.76
Iacovetto, Karon	County Cleaning Services	\$9,765.00
Jack's Body & Fender Repair	Towing Services/Install Decals	\$330.00
Jacoby Funeral Home	Burial	\$2,400.00
Jones Simkins	Audit	\$37,400.00
K2 Towers III, LLC	Radio Site Rent	\$2,185.45
Kaluzny, Emily	Personal Phone Usage	\$30.00
Kilburn Tire Company	Tires & Tire Repair	\$12,936.93
King Soopers Customer Charges	Plates/Cups/Drinks/Snacks/Fuel	\$105.92
Konexus	Alert Sense Notifications	\$10,050.00
Kostovny, Mark	Mileage	\$46.20
KTGA/KBDY	Radio Site Rental/Radio Ads	\$320.00
Lally, Brian J.	Trailer Adapt. & LEEDA Training	\$1,084.09
Laramie Fire Protection	Fire Alarm	\$1,465.00
Lifetime Benefit Solutions, Inc	Cobra Fees	\$25.00
Loan Payment Processing Center	Loan Payment	\$83,920.62
McGraw, Joan	Mileage	\$44.00
McKesson Medical-Surgical	Jail Med Supplies	\$776.76
Medicine Bow, Town of	Fires And Accidents	\$6,108.00
Merseal Law, LLC	Legal Services	\$10,690.00
Midwest Card & ID Solutions, LLC	Salamander Live	\$11,510.00
Morgan's Flooring & Cabinets	Tile	\$84.94
Motorola Solutions	Radios/Spillman Acc./Software	\$13,317.67
Mountain Alarm	Monthly Monitoring Services	\$47.90
Myers, Adelaide	Mileage	\$45.10
Norco, Inc.	Cylinder Rent	\$768.90
Offender Watch	Sex Offender Notification	\$35.00
Office of the Attorney General	Fingerprints/Background Check	\$39.00
Old Penitentiary Joint Powers Board	Quarterly Outside Agency Payment	\$8,750.00
Olde Trading Post	Fuel	\$162.74
O'Reilly Auto Parts	Battery/Core Exchange	\$211.31
Parker, Elizabeth	Mileage	\$81.50
Perkins Oil Co	Fuel	\$1,108.34
Personnel Evaluation, Inc.	Employee Evaluation	\$75.00
Phillips 66-Conoco-76	Fuel	\$137.84
Quill Corporation	Misc. Office Supplies	\$64.47
R.P Lumber Company, Inc.	Misc. Supplies	\$136.00

Rawlins Automotive	Misc. Parts	\$1,550.41
Rawlins Hardware	Misc. Parts	\$381.28
Rawlins, City Of	Burial & Landfill Services	\$97.10
Ricoh USA Inc	IT Copiers	\$316.72
Ricoh USA, Inc	IT Copiers	\$3,094.30
Rocky Mountain Power	Electric Services	\$41,894.53
Roldan, Angel	Soberlink Deposit Refund	\$905.00
Saratoga Auto Parts, Inc.	Misc. Parts	\$507.45
Schaeffer Mfg. Co	Oil	\$1,847.45
Secretary Of State	Gier Notary	\$60.00
Shepard's	Fuel	\$6,335.73
Shippy, April	Interpreter Services	\$40.00
Shively Hardware	Misc. Tools	\$186.04
Slow and Steady Law Office, PLLC	Legal Services	\$1,940.00
Smith Psychological Services	Eval	\$800.00
Smith, Kaylie C.	Mileage for Training in Casper	\$132.00
South Central Wy Ems	Quarterly Outside Agency Payment	\$11,250.00
Staples Advantage	Misc. Supplies	\$127.35
State of Wyoming DCI	Sex Offender Change Fees	\$25.00
Stinker Stores Inc	Fuel & Oil	\$12,613.53
Summit Food Service	Jail Meals	\$8,379.57
Sunrise Sanitation Service, LLC.	Trash Services	\$45.00
Swanson Services Corporation	Jail Commissary	\$947.47
Terminix	County Pest Services	\$193.00
The Cowboy Couture	Midweight Hooded Shirts	\$660.00
Thos. Y. Pickett & Co., Inc.	2023 Valuation Contract	\$10,000.00
Tin Boy Garage	Tire Repair	\$25.00
Tractor Supply Credit Plan	Toolbox & Work Lights	\$354.99
Trudiligence, LLC	Vol. Background Check	\$9.99
U S Postmaster-Rawlins	PO Box Rent	\$280.00
United States Postal Service	Postage Machine Funds	\$10,000.00
UPRSWDD	Trash Services	\$190.00
Valley Fire Extinguisher	Annual Maintenance	\$9,909.80
Webster, Matthew S	Mileage	\$150.00
Wille, Ron	Gravel	\$976.20
Wilson, Karon	Mileage	\$45.10
Wohl, Judith	Mileage	\$66.00
WY Dept Of Environmental Quality	Storage Tank Dues	\$200.00
WY Dept Of Health	TANF 22-23 & 35% Nurse Salaries	\$35,137.68

WY Dept Of Transportation	Brush Creek Bridge	\$319.88
WY Machinery Company	Bolt	\$5,361.55
WY Public Health Laboratory	Lab Fees	\$463.00
WY Retirement System	Vol. Retirement	\$1,762.50
WY State 4-H Foundation	2022 Dues	\$100.00
Zetron	Comms Project Design	\$440,757.00

## **CONSENT AGENDA**

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. The consent agenda includes the November 15, 2022, regular meeting minutes, monthly receipts from the County Clerk in the amount of \$13,674.25, Planning and Development in the amount of \$2,985.00, Clerk of District Court in the amount of \$2,754.00 and a bond for Veronica Fernandez, Deputy Treasurer for Carbon County, in the amount of \$10,000.00. Commissioner Moore seconded and the motion passed unanimously.

## **EMPLOYEE RECOGNITION**

Deputy Clerk Wendy Newbrough stated that a report will be made at the next meeting. Chairman Johnson thanked the county employees for their continuous dedication and hard work to the County.

## **South Central WY Emergency Medical Services**

Stayton Mosbey, Director for South Central Wyoming Emergency Medical Service (SCWEMS) and Irene Archibald provided an update on South Central WY Emergency Medical Services and discussed some sustainability funding that SCWEMS has received.

Ms. Archibald stated that SCWEMS received \$154,479.00 in November to be used only for bonuses for existing personnel and volunteer personnel as well as sign on bonuses to be spent by December 21, 2022. After payroll taxes they can give \$112,000.00 in bonuses based on length of service, certifications, and involvement.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **Public Health**

Public Health Nurse, Amanda Brown presented a contract with Wyoming Department of Health for the board approval and Chairman's signature.

Commissioner Barkhurst moved to approve the Contract between Wyoming Department of Health, Public Health Division and Carbon County for the purpose of setting forth the terms and conditions for the hiring of staff to increase capacity to provide communicable disease services to healthcare providers, healthcare staff, healthcare programs, community-based organizations, and

Wyoming residents for a term through December 31, 2025, in an amount not to exceed \$278,000.00. Vice Chairman Jones seconded and the motion passed unanimously.

Dr. Duane Abels provided an update on COVID-19, Influenza and RSV statistics in Carbon County.

### **Road & Bridge**

Kandis Fritz, Road and Bridge Superintendent presented an agreement for BOCC approval and Chairman signature.

Commissioner Espy moved to approve the Agreement for FY2023 High Risk Rural Roads (HRRR) Project HR23102 – County Road 351 (Seminoe Road) Centerline Stripe in the amount of \$100,000.00 with the County portion amounting to \$9,510.00. Commissioner Barkhurst seconded and the motion passed unanimously.

### **Emergency Management**

Lenny Layman, Emergency Management Coordinator presented a grant award agreement for BOCC approval and signature. Mr. Layman stated that this grant would cover 50% of his salary and benefits and 50% percent of a deputy emergency manager salary and benefits if approved. Mr. Layman stated that he has received significant buy-in from each of the municipalities at the Carbon County Council of Governments meeting who were in favor paying a percentage of the deputy emergency managers salary based off the percentages from the 5<sup>th</sup> penny tax.

Commissioner Espy and Vice Chairman Jones both stated that they would like to see a Memorandum of Understanding signed by each of the municipalities that would require each municipality to cover their percentage of the deputy's salary. Specifically, City of Rawlins and Town of Saratoga.

Commissioner Espy moved to authorize the Chairman's signature on the 22-EMPG-CAR-GCF22-GAA grant award agreement for salaries and benefits for the emergency manager and the deputy emergency manager in the amount of \$119,832.00. Commissioner Jones seconded and the motion passed 4 to 1 with all voting for and Commissioner Barkhurst voting against.

Mr. Layman presented a monthly update for the Office of Emergency Management to include generators at the Jeffrey Center and Interim Justice Center, dates for 1<sup>st</sup> responder orientations at the newly remodeled courthouse, an After-Action Review of the fire that occurred on Sunday, November 20, 2022, and a Carbon County Coordination: Emergency Operations Center Open House and luncheon on Wednesday, December 21, 2022, from 11:00 a.m. – 1:00 p.m.

### **Clerk of District Court**

Mara Sanger, Clerk of District Court requested to use Bank of Commerce as the depository for 2023.

Commissioner Espy moved to authorize the Clerk of District Court to use the Bank of Commerce as the depository for 2023. Commissioner Moore seconded and the motion passed unanimously.

District Court Clerk Sanger discussed House Bill No. HB0010 that would increase the bond amounts for county officers to \$100,000.00 with a sufficient surety and shall apply to any clerk of district court, county assessor, county coroner, county clerk, county commissioner or county sheriff whose term of office commences on and after the effective date of the act.

Ms. Sanger also discussed House Bill No. HB0014 that would increase the original filing fee required for commencing or filing civil matters in District Court to \$160.00.

### **Sheriff**

Shawn Kelley, Carbon County Undersheriff requested and received approval to fill vacant positions at the jail to include a RN or LPN, Housing Control Operator and Detention Deputies. Undersheriff Kelley also provided a monthly update for the Carbon County Sheriff's Office to include arrests, calls and "Shop with a Cop" that will occur later this month.

### **IT**

IT Director, Matt Webster presented a proposal with Dynamic Controls Inc to install an additional server to the old server at the jail. In doing this, the additional server will allow for longer retention of videos that are captured on the server.

Mr. Webster received approval to proceed with the proposal with Dynamic Controls Inc to install Milestone on and old Avigilon Server located in the Jail in the amount of \$1,811.00.

IT Director Webster requested to ratify Vice Chairman Sue Jones signature on the change order with Zetron. The change order totals \$19,678.25 and is for the LMR radio system on the mountain to change to a licensed radio frequency for the microwave system.

Commissioner Moore moved to ratify Vice Chairman Sue Jones' signature on the change order with Zetron. Commissioner Espy seconded and the motion passed unanimously.

### **Planning and Zoning**

Sarah Brugger, Planning Director presented the press release for the release for the request for proposals for the amendment to the County Land Use Plan.

Commissioner Espy approved the request for proposals from qualified land planning or public lands consultants to conduct research and develop an updated Land Use Plan (LUP) for Carbon County, Wyoming and shall be submitted to the Board by 3:00 P.M. Mountain Daylight Time (MDT) on February 10, 2023, in a sealed envelope. Proposals will be reviewed and ranked by the Selection Committee by no later than February 28, 2023, and if necessary, interviews will be scheduled and shall occur by no later than March 17, 2023. Commissioner Moore seconded and the motion passed unanimously.

Planning Director Brugger also updated the BOCC on the Two Rivers Conditional Use Permit and their Environmental Assessment as well as the Rock Creek I and II Transmission Line Projects.

**Clerk**

Wendy Newbrough, Carbon County Deputy Clerk presented the 2023 commissioner meeting schedule for adoption.

Commissioner Jones moved to adopt the 2023 Commissioners Meeting Schedule. Commissioner Espy seconded, and the motion passed unanimously.

Deputy Clerk Newbrough reported that she received sealed bids from both the Rawlins Times and Saratoga Sun to be the county's official publication for 2023. The Rawlins Times quoted \$5.90 per column inch for legal, classified, and standard ads. The Saratoga Sun quoted \$5.94 per column inch for legal, classified, and standard ads.

Commissioner Jones moved to designate the Saratoga Sun as the Carbon County Newspaper of Record (official publication) for a term of one year beginning January 1, 2023, through December 31, 2023, at a rate of \$5.94 per column inch for legal, classified, and standard ads. Commissioner Espy seconded and the motion passed 4 to 1 with all voting for and Chairman Johnson voting against.

Deputy Clerk Newbrough requested authorization for any Commissioner to sign the closing documents on the Cathy Gardens building.

Commissioner Espy moved to authorize any commissioner to sign the closing documents on the Cathy Gardens building located at 548 15th St. Rawlins, WY. to Property Management Inc. Commissioner Moore seconded and the motion passed unanimously.

Deputy Clerk Newbrough presented a resolution confirming the formation of the Carbon County Fire Protection District for BOCC approval and Chairman's signature.

Commissioner Jones moved to approve Resolution No. 2022-55, A Resolution Confirming the Formation of the Carbon County Fire Protection District Pursuant to W.S. § 35-9-201 Through §35-9-215 (2021) and specifically §35-9-210. Commissioner Espy seconded and the motion passed unanimously.

**RESOLUTION NO. #2022-55  
BOARD OF COUNTY COMMISSIONERS OF  
CARBON COUNTY, WYOMING**

**A RESOLUTION CONFIRMING THE OF FORMATION OF THE CARBON COUNTY  
FIRE PROTECTION DISTRICT PURSUANT TO W.S. § 35-9-201 through §35-9-215  
(2021) and specifically §35-9-210.**

**WHEREAS**, the Board of County Commissioners of Carbon County, Wyoming (“Board of Commissioners”) is authorized under W.S. § 35-9-210 to, by resolution, identify lands to be included in a proposed fire district and submit the question of establishing the district to the electors of the proposed district at a General Election; and

**WHEREAS**, on June 7, 2022 the Board of County Commissioners adopted Resolution 2022-22, A Resolution Calling for a Referendum to Establish a Fire Protection District in the Unincorporated Areas of Carbon County, Wyoming; Calling for an Election of the Organization of the District and the Election of a Board of 5 (Five) Directors for the District; and

**WHEREAS**, on November 8, 2022 the majority of qualified electors voting in the General Election in the unincorporated areas of Carbon County voted in favor of said Fire District, voted to authorize a levy not to exceed 3 (three) mills and elected 5 (five) district directors.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF CARBON COUNTY WYOMING, THAT:**

The Board of Commissioners hereby finds and determines that pursuant to W.S. § 35-9-201 – § 35-9-210 and the Special District Elections Act, Title 22, Chapter 29 of the Wyoming Statutes, the Carbon County Fire Protection District is formed in the areas noted in Attachment “A”, Legal Description of the Carbon County Fire Protection District.

**PASSED, ADOPTED, AND APPROVED** this 6th day of December 2022.

**BOARD OF COMMISSIONERS OF  
CARBON COUNTY WYOMING**  
-s- Willing John Johnson, Chairman

**ATTESTED:**

-s- Gwynn G. Bartlett, County Clerk

**Attachment “A”  
Legal Description of the Carbon County Fire Protection District**

All that territory embraced within the following Townships shall be known as the Carbon County Fire Protection District:

Commencing at a point on the south boundary of the state of Wyoming where the range line between ranges seventy-nine (79) and eighty (80) west intersects said boundary; thence north to the third (3rd) standard parallel; thence along said third (3rd) standard parallel to the southwest corner of section thirty-one (31), township thirteen (13) north, range seventy-nine (79) west; thence north on the range line between ranges seventy-nine (79) and eighty (80) west, to the northwest corner of section six (6), township sixteen (16) north, range seventy-nine (79) west; thence east along the fourth (4th) standard parallel to the south one-quarter corner of section thirty-two (32), township seventeen (17) north, range seventy-seven (77) west; thence north through the centers of sections and through one-quarter corners to the north one-quarter corner of section five (5), township twenty (20) north, range seventy-seven (77) west; thence along the fifth (5th) standard parallel to the southeast corner of section thirty-two (32), township twenty-one (21) north, range seventy-seven (77) west; thence north along section lines to the northeast corner of section five (5), township twenty-four (24) north, range seventy-seven (77) west; thence along the sixth (6th) standard parallel to the south one-quarter corner of section thirty-three (33), township twenty-five (25) north, range seventy-seven (77) west; thence north through the centers of sections and through one-quarter corners to the north one-quarter corner of section four (4), township twenty-eight (28)

north, range seventy-seven (77) west; thence west along the seventh (7th) standard parallel to the northwest corner of section six (6), township twenty-eight (28) north, range eighty-nine (89) west; thence; south on the line between ranges eighty-nine (89) and ninety (90) west to the southeast corner of section thirty-six (36), township twenty-five (25) north, range ninety (90) west; thence along the sixth (6th) standard parallel to the northwest corner of section six (6), township twenty-four (24) north, range eighty-nine (89) west; thence south along the range line between ranges eighty-nine (89) and ninety (90) west to the southeast corner of section thirty-six (36), township twenty-one (21) north, range ninety (90) west; thence along the fifth (5th) standard parallel to the northeast corner of section three (3), township twenty (20) north, range ninety (90) west; thence south along section lines to the southeast corner of section thirty-four (34), township twenty (20) north, range ninety (90) west; thence west along the township line between townships nineteen (19) and twenty (20) north, to the northwest corner of section six (6), township nineteen (19) north, range ninety-three (93) west; thence south along the range line between ranges ninety-three (93) and ninety-four (94) west to the southwest corner of section thirty-one (31), township seventeen (17) north, range ninety-three (93) west; thence along the fourth (4th) standard parallel to the northwest corner of section six (6), township sixteen (16) north, range ninety-three (93) west; thence south on the range line between ranges ninety-three (93) and ninety-four (94) west to the southern boundary of the state of Wyoming; thence east along the said southern boundary of the state of Wyoming to the point of beginning, excepting therefrom:

the incorporated limits of Medicine Bow being a portion of Sections 4, 5, 6, 7, 8 and 9, Township 22 North, Range 78 West, 6th P.M.;

the incorporated limits of Elk Mountain being a portion of Sections 20 and 29, Township 20 North, Range 80 West, 6th P.M.;

the incorporated limits of Hanna being a portion of Sections 16, 17, 18, 19, 20, and 29, Township 21 North, Range 81 West, 6th P.M.;

the incorporated limits of Saratoga being a portion of Sections 1, 10, 11, 12, 13, 15, 16, 21, 22 and all of Section 14, Township 17 North, Range 84 West, 6th P.M., and being a portion of Sections 6 and 7, Township 17 North, Range 83 West, 6th P.M.;

the incorporated limits of Riverside being a portion of Section 1, Township 14 North, Range 84 West, 6th P.M., and being a portion of Section 6, Township 14 North, Range 83 West, 6th P.M.;  
the incorporated limits of Encampment being a portion of Sections 1, 2, 11 and 12, Township 14 North, Range 84 West, 6th P.M.;

the incorporated limits of Sinclair being a portion of Sections 20 and 21, Township 21 North, Range 86 West, 6th P.M.;

the incorporated limits of Rawlins being a portion of Sections 4, 8, 9, 10, 14, 15, 16, 17, 18, 19, 20, 21, 27 and 28, Township 21 North, Range 87 West, 6th P.M.;

the incorporated limits of Dixon being a portion of Sections 4, 5 and 9, Township 12 North, Range 90 West, 6th P.M.;

the incorporated limits of Baggs being a portion of Sections 5 and 8, Township 12 North, Range 91 West, 6th P.M..

Deputy Clerk Newbrough requested BOCC approval and Chairman's signature on the Resolution, Purchase Agreement, and authorization for any Commissioner to sign the closing documents on the donation of the Hugus Ferguson building to Rawlins Downtown Development Authority.

Commissioner Espy moved to approve Resolution No. 2022-56, A Resolution donating Hugus Ferguson building to Rawlins Downtown Development Authority and authorize any commissioner to sign any documents necessary to complete the transaction. Commissioner Barkhurst seconded and the motion passed unanimously.

**Resolution No. 2022 -56**

**A Resolution of the Board of County Commissioners of Carbon County, Wyoming,  
“Donation of Hugus Ferguson Building”**

**WHEREAS**, the Carbon County Commissioners have been reviewing county owned real property to determine whether it should continue to be owned by Carbon County, or donated or sold to others; and,

**WHEREAS**, the Carbon County Commissioners recognize the importance of having a thriving downtown with buildings occupied by businesses and to have properties on the tax roll; and

**WHEREAS**, the Director of the Rawlins Downtown Development Authority (DDA), has confirmed to the Carbon Clerk that DDA agrees to ownership of the building to allow for future development; and

**WHEREAS**, donating the Hugus Ferguson building to the Rawlins Downtown Development Authority, will allow for future development likely adding to the property value, the beautification of downtown Rawlins and additional tax revenue.

**NOW THEREFORE, BE IT RESOLVED BY THE CARBON COUNTY BOARD OF COUNTY COMMISSIONERS** hereby donate the Hugus Ferguson building located at 419 West Cedar Street, All of Lots 7 & Lot 8, Blk 14 and a portion of Lot 9, Blk 14 of the Rawlins Original addition to the City of Rawlins, Carbon County, Wyoming to the Rawlins Downtown Development Authority, for future development, as it is in the best interest of Carbon County and its residents to increase this property value, beautify downtown Rawlins and likely add additional tax revenue.

**APPROVED, PASSED, AND ADOPTED** at a regularly scheduled meeting of the Board of County Commissioners of Carbon County, Wyoming, on this 6<sup>th</sup> day of December 2022.

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

By: -s- Willing “John” Johnson, Chairman

Attest:

-s- Gwynn G. Bartlett, Carbon County Clerk

**Commissioners**

Vice Chairman Sue Jones presented a letter of agreement between Denver Air Route Traffic Control Center and Dixon Airport.

Commissioner Jones moved to approve the Letter of Agreement between Denver Air Route Traffic Control Center and Dixon Airport regarding the Notification Process for Surface Area Notice to Air Missions (NOTAMs) by Dixon Airport. Commissioner Espy seconded and the motion passed unanimously.

### **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 11:21 a.m. with Deputy Clerk Newbrough, IT Director Matt Webster and Ashley Mayfield Davis to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Moore seconded and the motion passed unanimously.

Mr. Webster left the session at 11:49 a.m. and Emergency Management Coordinator, Lenny Layman entered at 11:50 a.m.

Mr. Layman left the session at 11:57 a.m.

Commissioner Espy moved to come out of executive session at 12:27 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Moore seconded and the motion passed unanimously.

### **Attorney**

Ashley Mayfield Davis, Carbon County Attorney presented the Client Service Agreement for BOCC approval and Chairman's signature.

Commissioner Espy moved to approve the Client Service Agreement with P. Craig Silva with Williams, Porter, Day and Nevil as the Hearing Examiner for the December 15, 2022, hearing regarding the adoption or vacating of County Road 451 also known as the Cherokee Road. Commissioner Moore seconded and the motion passed unanimously.

### **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 12:29 p.m. Commissioner Barkhurst seconded and the motion passed unanimously.

A regular meeting of this Board will be held Tuesday, January 3, 2023, 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](http://www.carbonwy.com) or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.