

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS**

**REGULAR MEETING**

**Tuesday, February 28, 2023**

**Rescheduled from Tuesday, February 21**

**Carbon Building- Courthouse Annex,**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, February 28, 2023, at 9:00 a.m. at the Carbon Building-Courthouse Annex in Rawlins, WY. Attending the meeting were Chairman, Sue Jones, Vice Chairman, Travis Moore, Commissioner John Johnson, John Espy, and Byron Barkhurst.

Commissioners Johnson and Barkhurst and Chairman Jones were present via a virtual meeting due to closed roads. In addition, Lenny Layman, Sarah Bruggar and Lindsey West were also present virtually. Chairman Jones called the meeting to order at 9:00 a.m.

**ADDITIONS / CORRECTIONS**

Chairman Jones noted that Economic Development and PacifiCorp have been removed from the agenda due to closed roads.

Commissioner Espy moved to amend the main amount of bills from \$1,399,414.03 to \$1,400,269.85 for the February 7, 2023, Commissioner meeting. Commissioner Moore seconded and the motion passed unanimously.

**VOUCHERS**

Commissioner Barkhurst moved to approve February 2023 payroll and benefit expenses of \$994,095.13, insurance claim and premium expenses of \$469,451.29 and the report of expenditures in the amount of \$1,230,888.49 for an aggregate total today of \$2,694,434.91. Commissioner Espy seconded and the motion passed unanimously.

Vendor	Detail Line Description	Total
Abels, Duane E	County Health Officer	\$1,600.00
Advanced Network Mgmt., Inc.	Courthouse Renovation	\$12,936.00
Albrechtson, Mary Kay	Bailiff for Circuit Court Jury Trial	\$75.00
Amazon Capital Services	Coat Hooks/Kids Chairs	\$53.98
Apex Communications	Pagers and Radio Contract Services	\$14,361.50
APG Media of the Rockies	Legal Ads and Notices	\$1,000.00
Axis Forensic Toxicology, Inc.	Lab Services	\$202.00
Baggs, Town of	Office Space Rent/Water Services	\$203.33
Bank of Montreal - Mastercard	Fuel	\$29,762.95
BI Inc.	Monthly Monitoring	\$578.50
Black Hills Energy	Heating Services	\$393.44
Blakeman Propane	Propane Services	\$3,138.33

Bob Barker Company, Inc.	Cleaning Supplies	\$116.96
Bomgaars Supply	Misc. Parts	\$328.34
Carbon County Fair Board	Monthly Outside Agency	\$4,166.67
Carbon Co. Fire Protection District	Pre-Levy Budget Funding	\$60,488.00
Carbon County Law Library	2023 Membership Dues	\$250.00
Carbon County Library	Monthly Outside Payment	\$30,299.31
Carbon County Museum	Monthly Outside Payment	\$18,750.00
Carbon County Senior Services	Monthly Outside Agency	\$18,750.00
Carbon Power & Light Inc	Electric Services	\$2,641.96
Casper Winnelson Co	Welding Supplies	\$178.26
CDW Government, Inc.	Computer Equipment	\$12,283.00
CNA Surety	Bakken Bond	\$340.00
Community Resource Center	Agency Dues	\$35.00
Corthell and King, P.C.	Legal Fees	\$1,410.00
Cowboy Chemical	Jail Cleaning Supplies	\$498.65
Cowboy Supply House	Cleaning Supplies	\$1,076.34
Cragun, Megan A	Mileage/Meals	\$162.31
Daily Times	Jail Newspapers	\$167.04
Dixon, Town of	Water Services	\$308.00
Dominion Energy	Gas Service	\$530.71
Elk Mountain Iron Works	Snow Blowing Pass Creek Rd	\$4,165.00
Elk Mountain, Town of	Water & Propane Services	\$868.98
Encartele	Jail Data	\$750.00
Erickson & Roberts	Legal Services	\$703.63
ESO Solutions, Inc	ESO Fire Reporting Software	\$4,175.00
Esri	Software	\$2,700.00
F & S Trucking, Inc	Snow Removal Assistance	\$15,136.63
FCI Constructors of WY	Courthouse Improvement Project	\$435,375.97
FedEx	Parts Shipping	\$78.37
France, Tara	Court Reporter Services	\$1,407.25
Fritz Welding & Machine, Inc.	Welding	\$201.40
Galls/Quartermaster	Deputy Uniforms and Supplies	\$5,965.92
Grainger	Misc. Parts and Supplies	\$2,116.49
Hansen, Loretta J.	Mileage	\$31.44
Herring, Jeff	Grease	\$190.50
Iacovetto, Karon	County Cleaning Services	\$11,380.00
K2 Towers III, LLC	Tower Rent	\$2,185.45
Kaluzny, Emily	Feb Phone Use	\$30.00
Kilburn Tire Company	Tires	\$1,062.96
KTGA/KBDY	Radio Ads	\$490.00
L N Curtis & Sons	Drawbar Assembly & Adapter	\$1,040.41

Lifetime Benefit Solutions, Inc	Cobra Fees	\$25.00
Martinez, Andrew	Monitor Deposit Refund	\$820.00
McGraw, Joan	Mileage	\$44.00
McKesson Medical-Surgical	Jail Chapstick	\$11.72
Medicine Bow, Town of	Water Services	\$211.00
Memorial Hospital of Carbon Co.	Exam Fees	\$579.00
Merseal Law, LLC	Legal Services	\$5,250.00
Morse, Kimberley	Mileage/Meals	\$28.96
Moss, Barbara	Mileage	\$105.60
Motorola	R&B Radio	\$3,306.48
Mountain West Motors	Vehicle Repairs	\$1,759.76
MPM Corp / Evergreen Disposal	Trash Services	\$130.00
Napa - Saratoga	Def Fluid	\$328.99
Offender Watch	Sex Offender Notification	\$217.16
Olde Trading Post	Fuel	\$140.64
O'Reilly Auto Parts	Misc. Parts and Supplies	\$393.82
Peden's Inc	Embroidery	\$57.00
Perue Printing	Business Cards	\$18.00
Plattoga Holdings, LLC	Snow Blower Repair	\$4,168.62
Quill Corporation	Misc. Office Supplies	\$1,138.26
R.P Lumber Company, Inc.	Misc. Parts and Supplies	\$371.94
Rawlins Automotive	Misc. Parts	\$497.22
Rawlins Hardware	Misc. Parts	\$59.05
Republic Services #642	Trash Services	\$314.50
Rice-Prior, Denise	Inmate Mental Health Service	\$1,200.00
Saratoga Auto Parts, Inc.	Misc. Parts	\$139.91
Saratoga Sun	Ads and Notices	\$320.12
Saratoga, Town Of	Water Services	\$48.50
Schaeffer Mfg. Co	Oil - Baggs/Dixon Shop	\$1,607.20
Shepard's	Fuel	\$9,056.65
Snake River Press	Land Use Plan	\$135.00
Spaulding, Dawnnette	Mileage	\$112.66
Staples Advantage	Office Supplies	\$518.23
State of Wyoming A & I	Mainframe Access	\$18.40
Stauffer's Towing LLC	Towing Charges	\$750.00
Stinker Stores Inc	Fuel	\$34,043.61
Stone, Jennifer	Mileage	\$176.55
Summit Food Service	Jail Meals	\$12,239.31
Swanson Services Corporation	Jail Commissary Supplies	\$611.03
Texas Department of Public Safety	Certified Driving Record	\$20.00
Tin Boy Garage	Fuel/Oil/Air Filters	\$199.97

T-O Engineers	Master Plan Update	\$8,796.82
Triple X Contracting, Inc.	Trash Services	\$260.00
US Bank	Misc. Charges	\$1,517.43
Valley Oil Company	Fuel	\$3,374.26
Voiance Language Services LLC	Interpretation Services	\$60.75
Wailes, Sadith Fiorella	Mileage	\$115.50
Walker, Deborah C	Patches Sewn Deputy Uniforms	\$208.00
West End Sinclair	Fuel	\$106.92
Wex Bank	Fuel	\$376.66
White Stone Realty	Case # 23-03914	\$750.00
WY Dept of Health	2nd Qtr. SGF Mch. and TANF	\$36,327.64
WY Machinery Company	Parts and Motor Grader	\$387,169.82
WY Retirement System	Jan Vol Fire Pension	\$825.00
Wyoming Apparatus	Equipment Repairs	\$803.90
Wyoming Cleaning & Solutions LLC	Cleaning Services	\$1,880.95

## **CONSENT AGENDA**

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. The consent agenda includes the February 7, 2023, regular meeting minutes, monthly receipts from Carbon County Clerk in the amount of \$13,903.00, bonds for Pamela Thayer, Treasurer for CCSD#1 in the amount of \$50,000.00, Larry Lee Cook, Trustee for the Medicine Bow Rural Health Care District in the amount of \$5,000.00, Brittany Nyman, Carbon County Coroner in the amount of \$1,000.00, Heidi R. Hess, Clerk/Treasurer for the Town of Elk Mountain in the amount of \$25,000.00, and Elizabeth Carlin, Treasurer for BOCES Region V in the amount of \$25,000.00, riders for County Clerk Lindsey West, County Clerk Gwynn Bartlett, Commissioners Robert Travis Moore and Willing John Johnson, County Coroner Brittney Nyman, County Assessor Renee Snider and Clerk of District Mara M. Sanger. Commissioner Moore seconded and the motion passed unanimously.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

Chairman Jones turned the meeting over to Vice Chairman Moore to run the meeting.

### **Public Health**

Commissioner Johnson moved to approve any commissioner's signature on the Memorandum of Understanding between Carbon County Public Health and Wyoming Health Fairs for the 2023 year and in the amount of the difference between the sale price and wholesale price offered to Carbon County for each service provided pending legal review. Commissioner Espy seconded and the motion passed unanimously.

Commissioner Espy moved to approve Amanda Brown's electronic signature on the Professional Consultative Examination Services (PCES) Per Diem Use Agreement for a term of 1 year at no

fee, to provide PCES office space to facilitate specialized medical evaluations. Commissioner Johnson seconded and the motion passed unanimously.

### **Emergency Management**

Commissioner Espy moved to ratify Chairman Jones' signature on Resolution No. 2023-08, Temporary Winter Storm Declaration that was signed on February 22, 2023, and to authorize the Vice Chairman's signature on Resolution No. 2023-09, A Resolution of the Board of County Commissioners of Carbon County, Wyoming Declaring a Winter Storm Emergency. Commissioner Johnson seconded and Commissioner Johnson asked what the benefits of this declaration. Mr. Layman responded the declaration enables the county to move resources from outside the county into Carbon County to help and will help with costs of those items including repairs to those resources if needed. The motion passed unanimously.

### **Sheriff**

Commissioner Espy moved to approve the Sheriff sign the Memorandum of Understanding between the Carbon County Sheriff's Office and Wyoming Highway Patrol (WHP) to assist WHP with road closures. Commissioner Barkhurst seconded and the motion passed unanimously.

Commissioner Espy moved to approve any commissioner's signature on the Memorandum of Understanding between the Carbon County Sheriff's Office and Carbon County School District #1 for a School Resource Officer to be paid for by Carbon County School District #1. Commissioner Johnson asked if Carbon County School District #2 will have a position and the Sheriff stated he is working with them, and they are looking at funding options. Commissioner Johnson seconded and the motion passed unanimously.

### **Building and Grounds**

Commissioner Espy moved to charge \$11 per square foot for rent beginning July 1, 2023, for three years and beginning July 1, 2026, charge \$13 per square foot for the Carbon Building – Courthouse Annex. Commissioner Johnson seconded and the motion passed unanimously.

Commissioner Espy moved to approve any commissioner's signature on the Agreement Modification for Asbestos and Technical Services with a new completion date to May 1, 2023, due to weather. Commissioner Barkhurst seconded and the motion passed unanimously.

### **Clerk**

Commissioner Espy moved to approve Amendment #1 to Attachment C of the Administrative Services Agreement with Blue Cross Blue Shield to include the supplemental service of Paydhealth. Commissioner Jones seconded and the motion passed unanimously.

Commissioner Espy moved to authorize the Vice Chairman's signature on the Blue Cross Blue Shield ASO Group Plan Changes to the Plan Document and Summary Plan Description Booklet. Chairman Jones seconded and the motion passed unanimously.

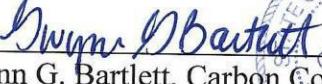
## ATTORNEY

Commissioner Johnson moved to authorize any commissioner's signature on the Town of Hanan Memorandum of Understanding for utilities at the Hanna Library. Commissioner Espy seconded. Maria Wenzel with the Library stated she thought the contribution would be capped at \$500 for gas and \$1,200 for water. Attorney Davis stated that the town has a workshop on the matter coming up. Mike Newbrough reported that town had a \$300 gas bill for the month and that's likely what precipitated this, and he is installing Wi-Fi thermostats to monitor heat. There was discussion that more thought needs put into the agreement and Commissioner Johnson withdrew his motion with approval from Commissioner Espy as the second.

## ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 10:54 a.m. Commissioner Johnson seconded and the motion passed unanimously.

A regular meeting of this Board will be held Tuesday, March 21, 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.

  
Gwynn G. Bartlett, Carbon County Clerk



Approved this 7<sup>th</sup> day of March 2023  
BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

  
Sue Jones, Chairman