

**COMMISSIONERS PROCEEDINGS
REGULAR MEETING
MARCH 16, 1999**

The Carbon County Board of Commissioners met at 7:00 p.m. in the Sinclair Town Hall, Sinclair, Wyoming. Commissioners present were Artlin Zeiger, Linda Fleming and Lee Meacham. Artlin Zeiger, Chairman. Also present were Bill Nation, Road & Bridge Supervisor, Jonathan Schnal, Planning & Zoning Director, Linda Smith, Carbon County Clerk, and Alice Garvin, Deputy County Clerk

VOUCHERS

The following vouchers were presented and approved for payment:

A T & T	Various	688.47
Abbey Press	Grants	86.40
Adams, Steve	Planning	20.70
Ag Revolving	Extension	3,830.00
Alco	Sheriff/Public Health	95.01
Amerigas	Road & Bridge	273.94
Bank Card Center	Sheriff	550.29
Bank of Commerce	W.I.C.	110.00
Best Locking Systems	Carbon Building	645.14
Bi-Rite Professional	Grants/Jail	663.77
Bi-Rite Sporting Goods	Sheriff	13.60
Brad's Welding and Machine	Fire Department	6.09
Build Rite Lumber & Supply	Carbon Building/Fire Dept	834.81
Burke's Conoco	Sheriff	8.00
Butane Power & Equipment	Road & Bridge	616.20
Byron's Office Equipment	Attorney	728.95
C & M Auto Parts	Road & Bridge	439.51
Carbon County Council	Commissioners	200.00
Carbon County Strike Team	Fire Department	65.28
Carbon Power & Light	Various	1,385.17
Casper Truck Center	Road & Bridge	768.75
Chandra, V. Raja MD	Grants	154.00
City Market Incorporated #12	Various	353.96
CMI-TECO	Road & Bridge	1,219.92
Coffey Computer	Treasurer	295.00
Collamer, Sonja	Planning	18.86
Commnet Cellular	Sheriff	50.12
Compresource	Treasurer	70.76
Conoco Incorporated	Sheriff	58.08
Corporate Express	Various	6,649.56
Couch, Wayne MD	Grants	120.00
Cournoyer, Gerard M.	Grants	41.00
Crawford, Warren	Extension	27.95
Daily Times	County Administration/Planning	695.81
Dataplex Corporation	Clerk	63.91
Deep Sweep	Public Health	64.00
Dixon, Town of	Road & Bridge	33.50
Dubois Telephone Exchange	Road & Bridge	36.16
E & H Industrial Supply	Road & Bridge	112.80
Eagle Uniform Supply	Carbon Building/Road & Bridge	51.97
Election Systems/Software	Elections	1,620.00
Elk Mountain Texaco	Sheriff	53.48
Elk Mountain, Town of	Road & Bridge	82.28
Ellis, William	Planning	27.60
Encampment, Town of	Road & Bridge	45.00
Engstrom, James DDS	Jail	100.00
Erickson, David E.	County Administration	426.83
Food & Health	W.I.C.	29.95
Frame Up, The	Clerk of District Court	120.00
Garvin, Alice	Clerk	249.14
Gases Plus	Road & Bridge/Fire Department	675.30
Gilley's Sewing	Sheriff	33.00
Glode, Mary D.	County Administration	674.70
Hanna, Town of	Road & Bridge	42.63
Harrison & Massey, LLC	County Administration	295.96
Hasco Industrial Supply	Road & Bridge	2,069.01
Herold Iron Works	Sheriff/Road & Bridge	488.60
Hoke, John L.	County Administration	400.00

Holiday Inn – Cody	Grants	46.00
Hyland Enterprises	Road & Bridge	54.52
IBM Corporation	Clerk	550.29
J. H. Kaspar Oil Company	Sheriff/Fire Department	513.04
Jackalope Printing	Various	321.35
Johnson Controls	Carbon Building	5,853.75
Johnson, John R.	Grants	164.00
Kilburn Tire Company	Sheriff	459.07
KN Energy Incorporated	Various	2,620.64
L & L Electric	Carbon Building	35.00
L N Curtis & Sons	Fire Department	1,500.00
Laramie Physicians	Grants	45.00
Lucent Technologies	Radio Tech	32.22
McGee-Murphy Incorporated	Sheriff/Road & Bridge	93.69
McIlvaine, Robert & Betty	Public Health	400.00
Medela Incorporated	Grants	93.55
Medicine Bow, Town of	Senior Services/Road & Bridge	91.20
Memorial Hospital Carbon Co	County Administration	552.75
Montgomery Kone Incorporated	Various	828.94
National Info Data Center	Clerk	98.90
National Flood Insurance	Building & Grounds	879.00
Neutron Industries	Carbon Building	99.95
Neve's Uniforms	Sheriff	511.85
North Park Transport	Road & Bridge	129.61
Pacific Power & Light	Various	3,713.82
Page One West	Sheriff/Road & Bridge	174.00
Pamida Incorporated	Sheriff/Jail	625.54
Pantry, The	Planning	54.53
Parrie's Electronics	Senior Services/Public Health	63.94
Perkins Oil Company	Sheriff/Road & Bridge	587.36
Perue Printing	Treasurer	268.00
Plainsman Printing	Clerk of District Court	638.46
Platte Valley Medical	Grants	399.00
Questar Gas	Senior Services	146.97
Rawlins Automotive	Various	1,036.15
Rawlins Fire Extinguisher	Senior Services/Fire Dept	71.80
Rawlins Newspapers, Inc	Grants	68.64
Rawlins Optometric	Grants	110.00
Rawlins, City of	Various	557.44
Robidoux Brothers	Road & Bridge	28.00
Ryan Electronics Incorporated	Radio Tech/Fire Department	6,430.90
S & S Disposal	Road & Bridge	20.00
Saratoga Auto Parts, Inc	Road & Bridge/Fire Department	1,371.39
Saratoga Health Mart	Grants	187.32
Saratoga Sun	County Administration	787.50
Shepard's	Sheriff	161.69
Shively Hardware	Road & Bridge	65.48
Simonsen, Mader & Tschacher	Clerk	15.00
Smith, Linda Ann	Clerk	86.70
Speer, William	Planning	18.86
Spicer, Edward OD	Grants	176.00
Summit Medical Supplies	Public Health/W.I.C.	196.97
Sweet, Jeffrey C. DDS	Grants	47.00
T & T Plumbing & Service	Senior Services	80.00
Thompson Publishing	Clerk/County Administration	550.00
Thompson, Dani	Sheriff	100.00
Trading Post	Fire Department	89.99
Trans Equipment & Supply	Road & Bridge	452.29
Trim-Fine of Central Wyoming	Fire Department	609.00
True Value of Rawlins	Various	267.93
U S West Communications	Various	4,733.38
Union Telephone Company	Various	771.97
Valley Oil Company	Sheriff/Road & Bridge	820.60
Valley Pharmacy	Grants	133.65
Valley Waste Management	Senior Services	65.00
Viewfinder, The	Sheriff	26.28
Viking Officer Products	Attorney	387.14
West Group Payment Center	Attorney	580.00
Williams, Kelly & Waldrip	County Administration	297.90
Willow Creek Venture	Road & Bridge	482.00
Wilson's Self Service	Sheriff/Road & Bridge	772.60
Wimpeny, Robert G. DDS	Grants	457.00

Winchester Business	Public Health	45.73
Wyoming Diesel Service	Fire Department	1,634.68
Wyoming Internet Resource	County Administration	686.65
Wyoming Paper Supply	Jail/Road & Bridge	191.63
Wyoming Security Systems	Emergency Management	54.00
Wyoming State Penitentiary	Jail	2,700.25
Wyoming Treasurer's Assoc	Treasurer	100.00
Wyoming Otolaryngology, PC	Grants	94.00
Xerox Corporation	Clerk of District Court/Jail	399.95
Yampa Valley Electric	Radio Tech	30.27
Young, Charles MD	Grants	214.00
Zeiger, Artlin	Commissioners	102.93

BONDS

Robert L. Vivion Jr. Carbon County Predatory Animal Board
Treasurer September 1, 1996 until September 1, 1999 \$5,000.00

EMERGENCY MANAGEMENT – TOWN OF SINCLAIR

Dennis Eckes, Sinclair Mayor, Lezlee Musgrave, Sinclair Clerk/Treasurer and Emergency Management Coordinator and Lavina Piersen, Sinclair resident discussed the installation of a radio and power supply at the Sheriff's office for emergency calls. An antenna is to be mounted outside on the Courthouse. The Commissioners were in consensus conditioned upon the Town of Sinclair coordinating efforts with Sheriff Jerry Colson and the Radio Tech personnel to install the radio system.

DOWNTOWN DEVELOPMENT AUTHORITY (DDA)

Karen Larsen, DDA director discussed the demolition of the Ferris Hotel. She felt the building can be repaired. Possible uses for the building are as big apartments, hotel, senior housing or low-income housing. There has been lots of support for use of this building for senior housing and there is funding available. A proposal has been submitted for development of the Ferris Hotel. DDA should know in 2 to 3 weeks whether the project is feasible.

She also discussed the Strand Theatre being used as a cultural center. A local construction company has offered to repair the roof.

Karen advised the Commissioners that Gregory M. Franzwa, author of The Lincoln Highway: Wyoming, would present an illustrated lecture at 2 p.m., Sunday, March 21, 1999 at the Orville Ventling Visitor Center at the Old Pen.

PLANNING

Jonathan Schnal, Planning & Zoning Director informed the Commissioners of the newly formed Carbon County Events Center Board. Board members are Pat Grieve, Harry Lovato, Colleen Stratton, Jonathan Schnal and Linda Fleming. Rather than be a separate entity, the Commissioners advised Mr. Schnal that the building group is to remain under the auspices of the Fair Board. The Commissioners support the project but feel this would be too much work for a volunteer organization.

Schnal discussed a raise for his administrative assistant, Julie Evans. She has been an employee for six months and was promised a raise after that trial period. This met with Commissioner approval as long as he has money in his budget and gets approval from the Planning & Development Commission.

Schnal also advised the Commissioners that building permits for 45 more turbin units were issued by his department.

ROAD & BRIDGE

Gary Steele, PMPC Engineering Consultants, updated the Commissioners on the Seminole Road, Phase 1 and 2 and the Hanna Access Road. He showed aerial photos of the projects. Because of 4 pipelines and the overhead electrical, the Seminole road in Phase 1 has to be altered. With the public highways grant money, the county will be able to do both phases. The entire project will be fenced with right of way fences. Section 2, Phase 2 is 4.2 miles for a cost of just over \$2 million. The total for both phases is \$4.3 million.

On the North Hanna Access Road, Gary Steele displayed the design for a new access road into Hanna. He said there are 600 trucks a day traveling over the road. The new road would provide a second access into the town of Hanna, which is needed in the event of an emergency.

Bill Nation, Road & Bridge Supervisor gave an administrative report. They are welding cattle guards, removing sand along and across the Seminole Road #351 and blading bus routes. Hauling has resumed from the Walcott Pit to Carbon County Road #291, North Hanna and Carbon County Road #500, Jack Creek Road west of Saratoga.

PUBLIC FACILITIES AGREEMENT

Gary Steele presented the Public Facilities Agreement between the Wyoming Department of Environmental Quality, Abandoned Mine Land Division (AML) and Carbon County for Chairman Zeiger's signature. The purpose of this agreement is for funding the development and construction of the North Hanna Access Road that is designated as AML Project 31. Due to AML's public facility funding schedule, actual AML funding will not be available until March 1, 2000. This agreement is contingent upon both Parties obtaining appropriate approval and funding for this Project.

Andy Long from the Wyoming Department of Transportation (WDOT) had visited with Jay Gould who plans to visit with the Commissioners in the near future. Andy Long gave Bill Nation an agreement on the inspection report.

Linda Smith, Carbon County Clerk invited Gary Steele and Andy Long to the next Council of Governments (COG) meeting in Hanna at the Jade Drive Inn on April 6, 1999 to discuss the Hanna Access Road.

There will be a tour of the Seminole Road Project by Gary Steele and Bill Nation at the next Commissioners meeting on April 6, 1999 after lunch.

RAWLINS URBAN SYSTEMS COMMITTEE

A letter of interest was received from Barney Conway to continue as the Commissioners representative on the Rawlins Urban Systems Committee. A motion was made by Lee Meacham, seconded by Linda Fleming and unanimously carried to reaffirm his tenure on this committee. The term expires January 1, 2001.

A motion was also made by Linda Fleming, seconded by Art Zeiger and unanimously carried to appoint Lee Meacham as the Commissioners representative on the Rawlins Urban Systems Committee to complete the unexpired term of Gary Graalman whose term expires January 1, 2000. Their next meeting will be March 25th at the Old Depot at noon.

UNION TELEPHONE AGREEMENT – WHISKEY PEAK

A motion was made by Lee Meacham, seconded by Linda Fleming and unanimously carried to sign the Equipment Location Lease Agreement between Union Telephone Company and Carbon County Fire Department. This lease is for the 8' x 16' fiberglass covered building and 50' high self-supporting tower at Whiskey Peak used by the Carbon County Fire Department. The term of the contract is from November 1, 1998 through October 31, 2001 at \$100 a month.

MEDICINE BOW LIBRARY

The Medicine Bow Library lease is pending per review by Wade Waldrip.

WDOT – BAGGS LIBRARY

This lease was previously approved between the Board of Carbon County Commissioners and The Wyoming Department of Transportation for use of office space in the Baggs Library so it can be used for personnel to issue driver licenses. The Commissioners signed and approved the lease revision. The term of the contract is from February 1, 1999 through January 31, 2000 at \$360.00 per year.

CARBON COUNTY PUBLIC HEALTH

The Commissioners received a letter from Bridget Hettgar, Carbon County Public Health Nursing Services Manager requesting their approval and support on a proposal to apply for \$15,000.00 Community Service Block Grant (CSBG) Discretionary Funds for the current fiscal year 1999. A motion was made by Linda Fleming, seconded by Lee Meacham and unanimously carried to sign a letter of support for the block grant.

CARBON COUNTY PUBLIC HEALTH NURSING SERVICE

A motion was made by Linda Fleming, seconded by Lee Meacham and unanimously carried to enter into an agreement for professional/prenatal instructor services between Carbon County Public Health Nursing Service and Cindy Faulkner from March 4, 1999 through March 4, 2000.

CARBON COUNTY CAPITAL FACILITIES

The County received a check in the amount of \$3,891.32 for February 1999 capital facility tax and interest.

PAYROLL PUBLICATION

The Carbon County Commissioners approved the payroll publication of names and positions of full time employees for March 1999 based on the February 1999 payroll.

CLERK

The Commissioners approved the monthly statement of the Carbon County Clerk for fees collected for February 1999.

Linda Smith, County Clerk shared a letter received from Peggy Hiser to the Citizens' Stamp Advisory Committee, c/o U.S. Postal Service in Washington, DC concerning the issuing of a 4-H Centennial Postal Stamp in 2002. The Commissioners are very much in favor of this and appreciate her letter. They are willing to send a letter of support if needed.

Other clerk's items of interest to the Commissioners were:

1. The advisement went out on March 15, 1999 regarding the reserving of parking spaces in front of the Jeffrey Center from light pole to light pole.
2. The Rawlins Fire Department conducted its every six-month review. The areas that needs to be addressed are as follows:
 - a. storage on main floor by pay telephone
 - b. janitors office located inside of mechanical room
 - c. storage in boiler and electrical room
 - d. work space around switchboards and panelboards
 - e. a clear and unobstructed means of access
 - f. doors into electrical control panel room shall be marked
 - g. storage in hallways and exit corridors
 - h. storage located in boiler room and sump pump area

There is a problem with storage of office records at the Courthouse. The Commissioners instructed Linda Smith to address the fire departments concerns and notify all county offices of such process and find a suitable storage area for a county records retention area. Commissioners approved putting the custodian's desk in the George Washington room.

Linda Smith was instructed to publish a notice to dispose of surplus furniture, and proceed with an auction or bidding process for such.

3. A quote has been received from Wyoming Financial on the insurance:

Total County paid on the insurance	\$126,940
Refund on the O & E	- 11,818
Refund on General	- 31,471
Refund on Vehicle Insurance	- 17,000
Sub Total	66,651
Penalty	6,600
Three year tail insurance	13,223
Total Insurance	\$ 86,474

(The net savings should be approximately \$40,000 every year)

4. New equipment needed for custodians use is:
Floor Machine, Extractor buffer and Vacuum Cleaner
5. Budget – Preliminary forms will be distributed this week for the offices to consider their budgets. May 1 has been set for the deadline for outside agencies to return their budget requests. A schedule will be set to hear budget requests.

TAIL INSURANCE

A motion was made by Linda Fleming, seconded by Lee Meacham and unanimously carried to purchase tail insurance as proposed by Penco for the Commissioners for the next three years. The insurance will cover from April 1, 1999 to April 1, 2002.

RYAN ELECTRONICS

Discussion was held on the necessity of a renewal contract from Ryan Electronics Incorporated for maintaining the county radio equipment. The Commissioners asked the Clerk to contact legal counsel and the Sheriff to arrange for a formal contract.

DRUG TESTING

A motion was made by Lee Meacham, seconded by Linda Fleming and unanimously carried to add the janitorial staff employed at the Courthouse to the County's regular drug-testing plan. This will also include the Carbon Building personnel when that custodial contract expires on September 1, 2000.

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:05 p.m. The next regularly scheduled meeting will be held April 6, 1999 at 9:00 a.m. in the Commissioners Meeting Room of the Courthouse, Rawlins, Wyoming.


Linda Ann Smith, Carbon County Clerk


Artlin Zeiger, Chairman