

**BOARD OF CARBON COUNTY COMMISSIONERS**  
**REGULAR MEETING**  
**Tuesday, October 5, 2004**  
**Carbon County Courthouse**  
**Rawlins, Wyoming**

The regular meeting of the Carbon County Commissioners was held October 5, 2004 at the County Courthouse in Rawlins, WY. Attending the meeting were Chairman Artlin Zeiger; Commissioners Linda Fleming and Lee Meacham; Linda Ann Smith, County Clerk; and Gwynn Rothenberger, Deputy Clerk.

Chairman Artlin Zeiger called the meeting to order at 9:02 a.m.

**VOUCHERS**

The following vouchers were presented for payment:

A T & T	PUBLIC HEALTH	26.89
ALSCO, AMERICAN LINEN DIVISION	ROAD & BRIDGE	81.13
AMERICAN DIABETES ASSOCIATION	PUBLIC HEALTH	28.00
AMERICAN PLANNING ASSOCIATION	PLANNING	248.00
AVENTIS	PUBLIC HEALTH	2,446.08
B & G EQUIPMENT, INC.	ROAD & BRIDGE	562.61
B. DALTON BOOKSELLER	GRANTS	304.04
BARTLETT, SUE RN	PUBLIC HEALTH	111.58
BEST PEST CONTROL, LLC	SENIOR SERVICES	81.25
BRANHAM JEWELERS, INC	SHERIFF	41.55
BRESNAN COMMUNICATIONS	VARIOUS	177.84
BROWN, ESTELLA	GRANTS	6.29
BUCHHOLTZ, LEROY	SENIOR SERVICES	300.00
BUILD RITE LUMBER SUPPLY	VARIOUS	61.02
BUSEY, SHARALEE	PUBLIC HEALTH	163.91
CAPITOL COMMUNICATIONS	BUILDINGS & GROUNDS	8,500.00
CARBON COUNTY SENIOR SERVICES	SENIOR SERVICES	40,000.00
CARBON COUNTY TV & ELECTRONICS	VARIOUS	19.57
CASPER STAR-TRIBUNE	ADMINISTRATION	114.50
CEDAR STREET SINCLAIR	SHERIFF	12.50
CENTURY ENVIRONMENTAL HYGIENE LLC	CARBON BUILDING	1,881.25
CENTURYTEL	VARIOUS	122.37
CHEMDRY OF SNOWY RANGE	CARBON BUILDING	85.00
CHILDRENS CLINIC, THE	SHERIFF	260.00
COMMUNICATIONS SOURCE INC	GRANTS	125.00
CORPORATE EXPRESS	VARIOUS	2,462.44
COUNTRY STORE	SHERIFF	89.00
CRAWFORD, WARREN	CES	10.82
CRUZ, SALLY	PUBLIC HEALTH	22.20
CULLIGAN WATER CONDITIONING	SENIOR SERVICES	25.00
CYR, NANCY	PUBLIC HEALTH	23.68
D & K SANITATION	VARIOUS	261.00
DAILY TIMES	VARIOUS	499.29
DOMINOS PIZZA	ADMINISTRATION	121.35
DOUGLAS WOLFE	CARBON BUILDING	60.00
DUBOIS TELEPHONE EXCHANGE	SHERIFF	89.03
EAGLE DIRECT	ELECTIONS	9,098.97
EAGLE UNIFORM SUPPLY	CARBON BUILDING	58.98
ELK MOUNTAIN TOWING	SHERIFF	32.34
ENERGY BASIN CLINIC	SHERIFF	132.00
FARMER BROTHERS COFFEE	CLERK OF COURT	42.78
FARSTER, PAMELA R.	GRANTS	1,818.61
GALLS INCORPORATED	JAIL	330.35
GLAXOSMITHKLINE FINANCIAL, INC.	PUBLIC HEALTH	331.05
GLENN D. BIGGS & ASSOCIATES, PC	ADMINISTRATION	3,057.50
GOLDEN, MARY	PUBLIC HEALTH	146.34
GOSEVNER, MAXINE	PUBLIC HEALTH	46.62
GRAPHIC SPORTS	SHERIFF	4.95
HANNA, TOWN OF	ROAD & BRIDGE	55.20
HEMOCUE	WIC	168.00
HEROLD IRON WORKS	ROAD & BRIDGE	11.88
HETTGAR, BRIDGET M RN	PUBLIC HEALTH	9.99
HIGH PLAINS POWER	SENIOR SERVICES	104.75
HILLCREST SPRING WATER, INC.	CLERK OF COURT	26.00
HOLIDAY INN - CASPER	PUBLIC HEALTH	110.00
HONES VETERINARY SERVICE, LLC	SHERIFF	120.06
HYLAND ENTERPRISES	VARIOUS	210.20
IKON OFFICE SOLUTIONS	ADMINISTRATION	171.40
JACKALOPE PRINTING	VARIOUS	670.70
JERRY'S DONUTS	SHERIFF	6.38
JOBS AVAILABLE INC	ADMINISTRATION	372.60
KAISER PAINTING & LAWN CARE	VARIOUS	80.00
KESERICH & CO., APPRAISALS	BUILDINGS & GROUNDS	300.00
KILBURN TIRE COMPANY	VARIOUS	60.56
KN ENERGY INC	VARIOUS	1,197.85
KROGER - KING SOOPERS	VARIOUS	427.15
L N CURTIS & SONS	GRANTS	1,132.36

LANA FARRESTER	GRANTS	30.00
LOSSLE, SHANNON	PUBLIC HEALTH	31.45
LEXIS NEXIS MATTHEW BENDER	ADMINISTRATION	930.45
LO-FU TAN	ADMINISTRATION	2,880.00
LODGE AT RAWLINS	GRANTS	45.00
LONG BUILDING TECHNOLOGIES, INC.	BUILDINGS & GROUNDS	5,300.37
M M S	PUBLIC HEALTH	61.53
MACPHERSON, KELLY & THOMPSON, LLC	ADMINISTRATION	1,730.76
MASSEY, DANIEL T. P.C.	ADMINISTRATION	1,916.98
MATCO TOOLS	ROAD & BRIDGE	10.25
MEDICAL ARTS PRESS	VARIOUS	69.60
MEMORIAL HOSPITAL	ADMINISTRATION	11,361.25
MERBACK AWARD COMPANY	SHERIFF	69.18
MOFFAT COUNTY SHERIFF'S OFFICE	JAIL	6,042.12
MORIARTY, CATHERINE M.	ADMINISTRATION	318.50
MPM CORP / EVERGREEN DISPOSAL	SENIOR SERVICES	85.00
NATIONAL CAMPAIGN SUPPLY CORP.	ELECTIONS	61.00
NIBBLES & BYTES	ADMINISTRATION	38.00
PACIFIC POWER & LIGHT CO	VARIOUS	3,959.36
PAGE ONE	VARIOUS	285.00
PAMIDA INC	PUBLIC HEALTH	8.22
PARRIE'S ELECTRONICS	PUBLIC HEALTH	3.98
PERUE PRINTING	PUBLIC HEALTH	29.95
PICKETT, THOMAS Y AND	ASSESSOR	2,500.00
PLAINSMAN PRINTING & SUPPLY	CLERK	406.01
QUESTAR GAS	SENIOR SERVICES	20.87
QUILL CORPORATION	VARIOUS	997.97
QWEST	VARIOUS	354.51
QWEST - DENVER	CARBON BUILDING	29.95
RAWLINS AUTOMOTIVE	VARIOUS	420.21
RAWLINS GLASS	ROAD & BRIDGE	40.36
RAWLINS NATIONAL BANK	VARIOUS	76.50
RAWLINS, CITY OF	CLERK	2,007.60
RELIABLE	VARIOUS	142.12
RENDEZVOUS LODGE LLC.	CLERK OF COURT	283.61
RICHARDSON, JILL	PUBLIC HEALTH	38.24
ROSS' AUTOMOTIVE SERVICES	SHERIFF	43.45
ROSTAD MORTUARY	CORONER	450.00
RYAN, ZOLA	CES	46.92
SARATOGA AUTO PARTS, INC.	ROAD & BRIDGE	301.34
SHEPARD'S	SHERIFF	592.48
SHIVELY HARDWARE	ROAD & BRIDGE	15.99
SMITH, SUSAN	GRANTS	12.58
SOUTHWEST COUNSELING SERVICE	SHERIFF	0.25
SQUARE SHOOTERS EATING HOUSE	ADMINISTRATION	304.22
STATE OF WYOMING	ELECTIONS	140.16
T & T PLUMBING & SERVICE	COURTHOUSE	263.25
T'S KEYS	COURTHOUSE	49.00
TERMINIX	VARIOUS	65.00
TERRY'S TOWING SERVICE	VARIOUS	686.00
TRADING POST	SHERIFF	89.26
TRIB.COM	PLANNING	19.95
TRUE VALUE OF RAWLINS	VARIOUS	234.67
U S BANK	VARIOUS	722.23
UNION TELEPHONE COMPANY	VARIOUS	404.15
UNIVERSITY OF WASHINGTON	GRANTS	29.00
UNIVERSITY OF WYOMING	GRANTS	50.00
VERIZON WIRELESS	VARIOUS	306.25
VIDEO HITS & GAMES	JAIL	7.40
VISIONARY COMMUNICATIONS, INC.	GRANTS	20.00
W A C O	VARIOUS	305.00
WATTS, JAN	GRANTS	400.00
WAYNE'S KEY & LOCK	JAIL	20.00
WILSON, MARGARET	SHERIFF	48.00
WY CLERK OF COURT ASSOCIATION	CLERK OF COURT	125.00
WY DIESEL SERVICE	ROAD & BRIDGE	29.98
WY MACHINERY COMPANY	ROAD & BRIDGE	544.07
WY PAPER SUPPLY	VARIOUS	765.33
WY SECRETARY OF STATE	PLANNING	10.00
WY STATE ARCHIVES	ADMINISTRATION	87.47
WY STATE BAR	ATTORNEY	667.50
XEROX CORPORATION	VARIOUS	1,233.34
YAMPA VALLEY ELECTRIC	SENIOR SERVICES	372.89
YARDSCAPES	BUILDINGS & GROUNDS	668.00
ZEE	VARIOUS	93.45
	** GRAND TOTAL **	132,569.24

**CLERK****Minutes**

Commissioner Meacham moved to approve the minutes from the September 7, 2004 and the September 20, 2004 as presented. Commissioner Fleming seconded and the motion carried unanimously.

**Bonds**

Commissioner Fleming moved to approve bonds for Robert L. Woodhouse, Treasurer of the Jeffrey Center Board in the amount of \$5,000.00; W. John Clark, Treasurer of the Dixon Airport Board in the amount of \$3,000.00; and Rowena M. Trapp, Treasurer of the Carbon County Museum Board in the amount of \$1,000.00. Commissioner Meacham seconded and the motion carried unanimously.

**Monthly Receipts**

Clerk Smith presented monthly receipts for the Clerk's Office in the amount of \$19,241.50.

**Extended Professional Service Agreement**

Commissioner Fleming moved to authorize the Chairman to sign the Extended Professional Service Agreement with the University of Wyoming in the total amount of \$19,092.00. Commissioner Meacham seconded and the motion carried unanimously.

**Courthouse Heating and Air Conditioning**

Commissioner Meacham moved to approve Payment No. 1 in the amount of \$103,000.00 with \$92,700.00 being paid to U.S. Mechanical for the Courthouse heating and air conditioning project and retainage in the amount of \$10,300.00. Commissioner Fleming seconded and the motion carried unanimously.

Commissioner Fleming moved to authorize the Clerk to pay \$138,000.00 to U.S. Mechanical for piping. Commissioner Meacham seconded and the motion carried unanimously.

**Abatements**

Clerk Smith presented three tax abatements for the County Assessors Office.

**Juvenile Justice**

Clerk Smith presented a draw down request No. 2 for the WCCA/OJJDP grant in the amount of \$8,000.00.

Commissioner Fleming moved to authorize the Chairman to sign the WCCA/OJJDP "Non Participating" Grant Draw Down Request CFDA# 16.541 in the amount of \$8,000.00. Commissioner Meacham seconded and the motion carried unanimously.

**Noyes Clinic**

Clerk Smith and Chief Deputy Garvin stated that a gas line is needed at the ambulance garage at the Noyes Clinic. Ms. Garvin stated that there is a charge of \$224.00 to install the line and that there will be no charge to Carbon County during the winter.

Commissioner Fleming moved to authorize the Chairman to sign the Service Line Agreement, Contract ID SE00012236991, with Questar Gas in the amount of \$224.00 to install a gas line to the Noyes Clinic in Baggs, WY. Commissioner Meacham seconded and the motion carried unanimously.

**Ft. Steele Restoration Project**

Clerk Smith stated that wood for the windows needs to be purchased for the restoration project at Ft. Steele as prices are expected to rise soon. She advised the Board that State Parks will purchase these supplies.

**County Civil Attorney**

Clerk Smith presented a request from Tom Thompson's for a \$5.00 per hour raise for his litigation services. This would make his hourly rate \$90.00. The Board will take this under advisement until further research is done.

**Circuit Court**

Clerk Smith presented a letter from Judge Eakin of the Circuit Court. She would like access to a file room in the Courthouse. Clerk Smith stated that the ladies restroom door in the basement of the Courthouse could be moved and a partition made in the hallway, which would give Circuit Court access to more storage area.

Clerk Smith also presented a request from Circuit Court for furniture including three shelf-filing units, one full-size desk, and four chairs in the total amount of \$5,599.18. The Board will take this request under advisement.

**State Lands and Investments**

Clerk Smith presented a letter from the State Lands and Investment Board stating that a public hearing will be held on October 12, 2004 at 10:00 a.m. in the Commissioners Meeting Room. The hearing is regarding a proposed land and mineral exchange on 640 acres of land located in Converse County and an additional 640 acres of land located in Carbon County.

**Local Government Liability Pool Nominations**

Commissioner Fleming moved to nominate Linda Smith for the at-large position on the Local Government Liability Pool Board of Directors. Commissioner Meacham seconded and the motion carried unanimously.

**Armory**

Clerk Smith presented a letter from the Bureau of Land Management asking to place a wind turbine southwest of the National Guard Armory. The tower would be 102' tall with 30' diameter blades.

The Board stated that it has no objection to this request

**Medicine Bow Senior Center**

Clerk Smith reported that Everett Grubb of Custom Builders has sent the plans for the Medicine Bow Senior Center to the Fire Marshall and they have been forwarded to the ADA inspectors.

**Senior Services Board**

Clerk Smith presented a resignation letter from Peggy Gourlay for her position on the Carbon County Senior Services Board.

**ELECTED OFFICIALS**

Commissioner Fleming moved to authorize the Chairman to sign the Cooperative Agreement Wyoming Department of Family Services Child Support Enforcement Unit and the Carbon County Clerk of District Court for a period of one year. Commissioner Meacham seconded and the motion carried unanimously.

**SENIOR SERVICES**

Ceil Miner presented a monthly report.

**EMERGENCY MANAGEMENT**

Greg Zabel updated the Board on his processes of reporting to the State of Wyoming Office of Homeland Security.

**TELECOMMUNICATIONS SYSTEM**

Chief Deputy Garvin informed the Board that Tom Herdt of Capitol Communications has terminated his consultation services for the telecommunications system.

Ms. Garvin presented a Memorandum of Understanding from Kent Drummond to provide consultation services for the county telecommunications system. She stated that Tom Thompson has reviewed the MOU and has approved it for the Board's consideration. Mr. Drummond's rate would be \$31.33 per hour plus travel expenses.

Commissioner Fleming moved to authorize the Chairman to sign the Memorandum of Understanding Between the Wyoming Department of Administration and Information Divisions of the Chief Administration Officer (OCIO) and Carbon County to provide a consultant for the telecommunications project at a rate of \$31.33 per hour. Commissioner Meacham seconded and the motion carried unanimously.

**JEFFREY CENTER**

Ms. Garvin stated that a new dishwasher has been installed at the Jeffrey Center. She would like the Board to declare the old dishwasher as surplus property. The Board will consider this request.

**JUVENILE JUSTICE**

Ada Fowler reported that during her attendance of a meeting with other juvenile justice administrators, she was informed that the grant funding she receives to fund her programs will either no longer be available or will be significantly reduced. She would like the Board to consider funding the juvenile justice program next fiscal year.

**SARATOGA SUBDIVISION**

Chuck Bartlett requested authorization for an expansion of the Swanson subdivision in Saratoga. Mr. Bartlett stated that there would be three additional lots and he is requesting that the Board and the Clerk approve the final plat.

Commissioner Meacham moved to authorize the Chairman to sign the final plat authorizing the expansion of the Swanson Brothers Subdivision Lots 1 and 2 Block 2 and Lot 7 Block 4. Commissioner Fleming seconded and the motion carried unanimously.

### CARBON BUILDING

Ben Smith of Energy Construction reported that they have consulted with Weston Engineering of Laramie, Wyoming to design and oversee the construction of a drain field on the south and west sides of the Carbon Building. This drainage system would be in place to keep water out of the Carbon Building basement.

Mr. Smith reported that test holes have been drilled approximately 2 feet from the building to determine if the flooding is from ground water or rainwater. They would like to wait until spring to test the water in the holes to determine its source. He also reported that the windows are sealed and the sprinklers have been redirected to not spray the building.

Mr. Smith presented a proposal to install a drainage system to collect and dispose of water. The Board would like to wait until next spring when the source of the flooding is determined from the test holes, then determine the best solution depending on that result.

### RECESS

Chairman Zeiger recessed for lunch at 12:05 p.m. and reconvened at 2:03 p.m.

### PLANNING & ZONING

Commissioner Fleming moved to go into executive session at 2:04 p.m. with Linda Smith and Kristy Rowan to discuss personnel. Commissioner Meacham seconded and the motion carried unanimously.

Commissioner Meacham moved to come out of executive session at 2:22 p.m. Commissioner Fleming seconded and the motion carried unanimously.

### ECONOMIC DEVELOPMENT CORPORATION

Harry Lovato and Jay Grabow of the Economic Development Corporation reported on the progress of separating the EDC and Planning & Zoning Department. The men reported that the EDC is now located at the Bank of Commerce building and only has files to transfer to the new office.

The Board advised EDC to have the office, including files, completely moved Friday, October 8, 2004, and turn in all keys by that time.

Mr. Grabow reported that the WY Business Council has hired a consulting group to determine what business industries certain areas of the state should target. Commissioner Meacham stated that he has met with the group.

### COUNTY FIRE DEPARTMENT

Dwight France, County Fire Warden, and Brian Hightree, Deputy Fire Warden, presented the Wildland Urban Interface Grant application that he recently submitted. Mr. France reported that this grant would require a 50% match totaling \$83,000.00. The County's match would include Fire Warden salaries, use of a county vehicle, and \$1,000.00 funding from each property owner. There are six sites that would each receive approximately \$2,300.00 to protect structures including improve access in and out and reducing trees around the structure.

### GIS / GPS

Karen Larsen updated the Board on the progress of the rural addressing project. She stated that she will notify residents of their assigned addresses as they are given.

### ROAD & BRIDGE

Nina Adams of the Seminoe Boat Club appeared with Bill Nation to report that a ballot has been sent out to all Seminoe Boat Club members asking their input regarding the county taking over ownership of the road leading to the Boat Club. Ms. Adams will report back when the results have been tabulated.

Mr. Nation presented his bi-monthly report. Mr. Nation requested and received authorization to pay Drive Train Industries in the amount of \$1,902.42.

### JEFFREY CENTER

Commissioner Meacham moved to declare the dishwasher that has been removed from the Jeffrey Center surplus and authorized it be disposed of. Commissioner Fleming seconded and the motion carried unanimously.

### EXECUTIVE SESSION

Commissioner Fleming moved to go into executive session at 3:31 p.m. with Linda Smith and Glenn D. Biggs and Sheriff Colson to discuss personnel. Commissioner Meacham seconded and the motion carried unanimously.

Commissioner Meacham moved and Commissioner Fleming seconded to come out of executive session at 4:35 p.m. The motion carried unanimously.

**LM OLSON PAYMENT APPLICATION**

Commissioner Meacham moved to approve LM Olson Payment Application No. 15 in the total amount of \$788,505.00, with \$779,509.40 being paid to LM Olson and \$8,995.60 being paid to LM Olson's escrow account. The Board approved this application to be forwarded to the Carbon County Detention Facility Joint Powers Board for payment. Commissioner Fleming seconded and the motion carried unanimously.

**MENTAL HEALTH EXAMINER**

Commissioner Fleming moved that Glenn D. Biggs be hired as the mental health examiner at 3/4 time with full benefits. Commissioner Meacham seconded and the motion carried unanimously.

**ADJOURNMENT**

There being no further business, Chairman Zeiger adjourned the meeting at 4:38 p.m.

BOARD OF COMMISSIONERS  
CARBON COUNTY, WYOMING

  
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Artlin Zeiger, Chairman

ATTEST:

  
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Linda Ann Smith, County Clerk