

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, May 16, 2023  
Riverside Town Hall, Riverside, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, May 16, 2023, at 9:00 a.m. at the Riverside Town Hall in Riverside, WY. Attending the meeting were Chairman, Sue Jones, Vice Chairman, Travis Moore, Commissioners John Johnson and Byron Barkhurst. Commissioner John Espy was absent.

Chairman Jones called the meeting to order at 2:00 p.m.

**ADDITIONS / CORRECTIONS**

Chairman Jones removed the Transwest Express Road Use Agreement from today's agenda.

Commissioner Johnson moved to approve the agenda as amended. Commissioner Barkhurst seconded and the motion passed unanimously.

**VOUCHERS**

Commissioner Barkhurst moved to approve payment to Sunrise Sanitation for \$70.00. Commissioner Moore 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 May 2023 payroll and benefit expenses of \$1,001,313.13, insurance claim and premium expenses of \$203,953.67, the report of expenditures in the amount of \$399,027.72 for an aggregate total today of \$1,604,364.52. Commissioner Johnson seconded and the motion passed unanimously.

Vendor	Detail Line Description	Total
Advanced Network Mgmt., Inc.	Data Back Up Support	\$16,853.82
American Legion Baseball Post 122	Volunteer Work for Care Fair	\$400.00
Ameri-Tech Equipment Company	Decked System/Freight	\$1,799.00
APCO International Inc.	Call Sign Renewal Fee	\$125.00
APEX Communications	Maintenance Agreement	\$4,033.88
APG Media of the Rockies	Misc. Ads	\$475.56
B&M Suppliers	Nitrile Gloves	\$899.90
Baggs, Town of	Water Services	\$1,393.58
Bank of Commerce	CCSO/Fire Trucks - Final Lease Payment	\$28,231.41
Bank of Montreal - Mastercard	4 Dyson Purifier/Filters	\$51,887.85
Beach, Homer	Snow Removal- Ryan Park Fire	\$320.00
BI Inc.	Monthly Elec. Monitoring Service	\$442.00

Blakeman Propane	Tank Rent	\$1,042.06
Blue Knight Security LLC	Inmate Transport	\$4,225.00
Bob Barker Company, Inc.	Jail Inmate Supplies	\$400.35
Capital Business Systems Inc.	IT Copiers	\$2,478.30
Capitol Communications	6-Circuit Court Phones	\$2,074.08
Carbon County Economic Dev.	Semi Annual Outside Agency Payment	\$7,500.00
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	Vaccination-Zeus	\$17.50
Carbon Power & Light Inc.	Electric Service	\$2,295.78
CareRight Technologies, LLC	Monthly Bed Fee April 2023	\$170.20
Clerk of Court	Records Request Fees	\$20.50
Colorado State University	CEM Analytical Lab	\$200.00
Communication Technologies	Radio Chargers/Batteries	\$1,254.86
Cowboy Chemical	Jail Laundry Supplies	\$440.50
Daily Times	Newspaper Subscription	\$139.15
DBT Transportation Services LLC	AWOS Periodic Maintenance	\$1,735.75
Dirty Boyz Sanitation, Inc.	Trash Services	\$1,646.00
Dominion Energy	Gas Service	\$338.75
Drummond Refrigeration LLC	Walk In Cooler at Jail Repairs	\$12,774.43
Dynamic Controls Inc.	Jail Boiler Switches	\$1,240.22
Elk Mountain, Town of	Water Service	\$70.00
Encampment, Town of	Water Service	\$102.00
Encartele	Jail Data	\$1,500.00
Galls/Quartermaster	Sheriff Uniforms	\$181.94
Genesis Lamp Corporation	Taxiway Edge Bulbs/Runway Lens	\$890.73
Grainger	End Caps and Wall Guards	\$320.81
Graphic Business Solutions, LLC	Clerk Envelopes	\$797.56
Greater WY Big Bros/Sisters	April 2023 Prevention	\$4,125.00
Guardian Alliance Technologies	Applicant Pre-Screening/Software Platform	\$65.00
Hanna, Town of	Water Services	\$254.22
Hernandez, Bessie	Monitor & Charger Deposit Refund	\$820.00
Hughes, Chris	Mileage	\$42.90
Iacovetto, Karon	Cleaning at Carbon Bldg. & Jail Admin.	\$8,230.00
Iron J Towing	Small Wrecker Tow Charges	\$97.00
Kranenberg, Ted	Fuel Reimbursement	\$27.38
KTGA/KBDY	Tower Rent and Misc. Ads.	\$760.00
Lifetime Benefit Solutions, Inc.	Cobra Cc Employee Fee	\$25.00
Long Building Technologies, Inc.	PVI Motor/Pump/115vac W Impellor	\$1,070.87

McKesson Medical-Surgical	Jail Meds	\$47.83
Medicine Bow, Town of	Water Services	\$105.50
Merseal Law, LLC	Legal Services	\$6,580.00
Miller, Dale	Meal Reimbursement	\$19.02
Morse, Kimberley	Meals	\$21.89
Mountain Alarm	Monthly Alarm Monitoring	\$47.90
MPM Corp / Evergreen Disposal	Encampment County Shop Trash Services	\$130.00
Napa - Saratoga	Coolant	\$20.10
Olde Trading Post	Fuel	\$82.54
O'Reilly Auto Parts	Misc. Parts	\$504.79
Perkins Oil Co.	Fuel	\$3,488.80
Perue Printing	Letterhead and Criminal Trespass Forms	\$189.00
Positive Concepts/ATPI	Citation Books	\$260.64
Quill Corporation	Wired Keyboard	\$54.99
R.P. Lumber Company, Inc.	Freight/Shipping Charge	\$244.61
Rawlins Automotive	Misc. Parts and Supplies	\$1,640.66
Rawlins Glass Center, Inc.	Windshield Replacement & Tint	\$1,656.94
Rawlins Hardware - 5405	Misc. Parts and Supplies	\$97.42
Rawlins, City of	Water Services and Landfill Fees	\$2,229.24
Republic Services #642	Trash Services	\$310.84
RHS Graduation Class of 2023	2019 8th Grade Promotion Party	\$1,000.00
Rice-Prior, Denise	Mental Health Services	\$1,050.00
Rietveld, Toni	Tai Chi Membership Renewal	\$40.00
RMS Class of 2027	2023 8th Grade Promotion	\$500.00
Rocky Mountain Power	Electric Services	\$19,920.45
Rowan, Kristy	2023 WyoPass Travel Reimbursement	\$137.50
Saratoga Sun	P&Z Subscription Renewal	\$38.00
Saratoga, Town of	Water Services	\$48.50
Scotts Bluff Sheriff's Office	Civil Process Paige (Allan) Madison	\$35.00
Sign Crafts	CCFD Truck Decals-Truck Fc102	\$90.00
Specialized Pathology Consultants	Autopsy/Postmortem Exam Fees	\$1,360.00
Staples Advantage	Misc. Office Supplies	\$324.06
State of Wyoming DCI	Sex Offender Fees	\$390.00
Stinker Stores Inc.	Fuel	\$4,475.35
Stocks Services I LLC	Snow Removal at Dixon Airport	\$4,700.00
Stryker Sales Corporation	Arm Covers, Cot Maintenance, & Battery	\$2,038.84
Stuntronics, LLC	Instructor Re Certification	\$200.00
Summit Food Service	Jail Meals	\$12,560.95
Sunrise Sanitation Service, LLC.	Trash Services	\$70.00
Swanson Services Corporation	Jail Commissary	\$2,455.87
Terminix	Pest Control	\$193.00

The Masters Touch, LLC	DMV Post Cards and Mailing Services	\$3,888.55
Towerco Marketing LLC	Needle Peak Union Colocation App Fee	\$12,000.00
Tracked Outdoors LLC	Haglund repair and service	\$5,802.69
Transunion Risk & Alternative Data	Trulookup Program	\$179.00
US Bank	Misc. Charges	\$1,122.38
Valley Fire Extinguisher	Rawlins Fire Trucks Annual Maintenance	\$600.80
Valley Oil Company	Fuel	\$2,196.33
Voiance Language Services LLC	Interpretation Services	\$67.50
Volunteers of America	Crisis Center Payment	\$50,000.00
Walker, Deborah C.	Patches/Flags Sewn on Shirts	\$390.00
West End Sinclair	Fuel	\$82.59
Wille, O.R.	Mileage	\$82.50
WLEA-Advanced Training	Firearms Instructor Recertification	\$99.00
World Wash LLC	Kitchen Exhaust Cleaning/Hood Cleaning	\$925.00
WY Dept of Health	State Vehicle Rental	\$80.00
WY Secretary of State	Notary Application Fees	\$120.00
WY State Fire Advisory Board	2023 Annual Dues	\$500.00
WY Cleaning & Solutions LLC	Cleaning Services-Courthouse	\$6,583.33
Wyoming Health Fairs	Blood Draws	\$6,816.00

## **CONSENT AGENDA**

Commissioner Moore moved to approve the consent agenda noting any item could be removed for separate action. Clerk Bartlett noted the consent agenda includes the May 2, 2023, regular meeting minutes; monthly receipts from the Carbon County Clerk in the amount of \$16,977.75 and Clerk of District Court in the amount of \$4,055.60; and a Tax Roll Correction in the amount of (\$374.12). Commissioner Barkhurst seconded and the motion passed unanimously.

## **Employee Recognition**

Kandis Fritz, Road & Bridge Coordinator introduced Lester Thompson noting he has been with the department 18 years.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **Emergency Management**

Lenny Layman, Carbon County Emergency Manager provided a flood update on the critical areas and municipalities of Carbon County. He reported there is a bi-weekly multi-coordinator call with various municipalities and other agencies on Tuesdays and Thursdays at 4:00 p.m.

### **Road & Bridge**

Kandis Fritz, Road and Bridge Coordinator requested and received authorization to fill an upcoming vacancy in her office.

She presented the Agreement for Services with DustBusters Enterprises, Inc for approval. The portions of roadway related to this project more specifically include county roads in the Baggs area (44.06 Miles), county roads in the Rawlins area (6.3 Miles), county roads in the Saratoga area (15.16 Miles) county roads in the Encampment area (30.3 Miles), county roads in the Elk Mountain area (6.5 Miles) and county roads in the Hanna/Medicine Bow area (17 Miles) for a total of 119.32 miles. 37 roads will receive mag chloride out of 106. She noted the bid price did not include the price of a bond and asked if the company could provide a cashier's check in lieu of a bond. Attorney Davis was present virtually and explained the W.S. §16-6-112 requires bonds when the contract is over \$150,000.00. Ms. Fritz stated that she can break up the contracts under \$150,000.00 therefore the BOCC can discretionarily determine another form of financial assurance. Attorney Davis stated the bid requirement was in the bid documents therefore the contractor should have considered this in their price. The BOCC expressed concern about breaking up the contracts.

### **Building and Grounds**

Mike Newbrough, Carbon County Building and Grounds Manager requested and received authorization to fill an upcoming vacant position. He discussed a Resolution for Contract for Services with the Town of Hanna for board noting he will present this at a future meeting for the Town of Hanna to help pay for Hanna Library utilities.

Mr. Newbrough presented contracts for fire suppression inspections at the Carbon County Youth Crisis Center, Interim Justice Center, Carbon Building-Courthouse Annex, Courthouse, Fairgrounds, Rawlins Senior Center, Rawlins Road and Bridge Shop and the Carbon County Jail for approval and Chairman's signature. Clerk Bartlett questioned if the Interim Justice Center should be included and the BOCC opted to leave this out as the county is likely selling this facility.

Commissioner Johnson moved to approve annual contracts with Rapid Fire Protection to provide fire suppression inspections at Carbon County Youth Crisis Center in the amount of \$590.00, Carbon Building-Courthouse Annex in the amount of \$735.00, Courthouse in the amount of \$815.00, Fairgrounds in the amount of \$555.00, Rawlins Senior Center in the amount of \$455.00, Rawlins Road and Bridge Shop in the amount of \$615.00 and the Carbon County Jail and Communications Center in the amount of \$780.00. Commissioner Moore seconded and Commissioner Johnson asked where Mike found this company. Mike mentioned this company worked at the Courthouse. The motion passed unanimously.

### **Planning and Development**

Sarah Brugger, County Planning Director requested approval and the Chairman's signature on a letter to the Bureau of Land Management to have Carbon County as a cooperating agency for the Maestro Wind Project Environmental Impact Statement.

Commissioner Moore moved to approve the Chairman's signature on the letter to the Bureau of Land Management to have Carbon County as a cooperating agency for the Maestro Wind Project Environmental Impact Statement. Commissioner Barkhurst seconded and Commissioner Johnson stated the earliest version of this project was a larger megawatt capacity with over 100,000 acres of land and asked if this ties up a similar landscape. Ms. Brugger was unsure of the scale of the project at this time but verified this is completely in Carbon County. The motion passed unanimously.

Mrs. Brugger provided an update along with a Contract for Y2 Consultants to amend the Carbon County Land Use Plan. She noted Attorney Davis has reviewed and approved the contract and that Y2 will begin services immediately.

Commissioner Johnson moved to approve the Chairman's signature on a Contract for services with Y2 Consultants to amend the Carbon County Land Use Plan in an amount not to exceed \$110,000.00. Commissioner Barkhurst seconded and the motion passed unanimously.

#### **Clerk**

Carbon County Clerk Gwynn Bartlett presented board applications that she received for the Old Penitentiary Joint Powers Board, Platte Valley Community Center Joint Powers Board, Carbon County Library Board, Memorial Hospital of Carbon County Board, and the Carbon County Senior Services Board.

Commissioner Moore moved to appoint Jatanna "Tanna" Lopez to an unexpired 3-year term ending April 2025, Judy E. Welton to the Platte Valley Community Center Joint Powers Board for an unexpired 3-year term ending June 2024, and Tamilyn D. Fager for a 3-year term ending March 2026, Kenneth Miller to the Carbon County Library Board for a 3-year term ending June 2026 and to reappoint Lisa Engstrom to the Memorial Hospital of Carbon County Board for a 5-year term ending June 2028. Commissioner Barkhurst seconded and the motion passed unanimously.

Clerk Bartlett reported the Chairman signed a letter to Runbeck Election Services Inc, to cancel the County's election services with them. Notification had to be given prior to today's meeting to cancel services and while she is satisfied with their ballot printing services, they notified her of their intent to increase fees next year from just over \$11,000.00 to an \$125,000.00 base fee plus ballot printing. Her office is already investigating other printers used by clerks in Wyoming for ballot printing and plans to commit to one soon.

Commissioner Moore moved to ratify the Chairman's signature on the letter to Runbeck Election Services Inc, pursuant to Section 25 "Term", in which Carbon County desires to terminate their Ballot Printing Services Agreement. Commissioner Barkhurst seconded and the motion passed unanimously.

Finally, Clerk Bartlett reminded the BOCC that they approved her to implement a service called Paydhealth for employee's prescription drugs. This requires those with high cost drugs to engage with the company to have their prescriptions covered by the county's health insurance plan by providing personal income and other information. Paydhealth then uses that information to attempt

to find alternative methods of funding the prescriptions. To date in just two months the net savings for the plan were over \$25,000.00 with March's savings alone being over \$24,000 of that. The estimated annual savings are \$150,000.00.

### **2023-2024 COMMISSIONERS' SCHOLARSHIPS**

The BOCC discussed commissioner scholarship applicants noting the Clerk's Office tries to redact any personal information, so the BOCC bases the decision on the criteria of ACT, GPA, and extra-curricular activities.

Commissioner Johnson moved to award County Commissioner's Scholarships as follows: in order Thomas Wagner from Elk Mountain, Allison Bromley from Encampment and Zachary Funk from Rawlins with alternates as follows: in order Berkeley Snyder of Rawlins, Rayce Ward of Hanna, and Juan Mascorro Mejia of Rawlins. Commissioner Barkhurst seconded the motion passed unanimously.

Commissioner Johnson moved to award the renewal scholarship to Jaden Campbell. Commissioner Moore seconded the motion passed unanimously.

### **Road & Bridge**

Commissioner Moore moved to authorize any commissioner's signature on the Agreement for Services with DustBusters Enterprises, Inc to supply, haul, and apply water and magnesium chloride to approximately 120 miles of road in Carbon County, Wyoming, in the amount not to exceed \$720,000.00. Commissioner Barkhurst seconded and the motion passed unanimously.

### **Commissioner Discussion**

Commissioner Barkhurst reported that he will be serving on a tourism committee with the Carbon County Visitor's Council.

Commissioner Johnson thanked all who attended the Courthouse grand re-opening May 12, noting the project was completed on time and under budget, once again thanking the voters for funding the project with specific purpose tax funds. Commissioner Jones agreed.

Commissioner Moore reported that the Carbon County Council of Governments will meet in Riverside tomorrow evening at the Opera House.

Attorney Davis reminded the board they have a special meeting May 31 for the Cherokee Road private road matter.

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

Irene Archibald, South Central Wyoming Emergency Medical Service Treasurer reported that Dr. Abels is retiring therefore SCWEMS will be working with Dr. Edward Zimmerman moving forward. Stayton Mosbey, Director of SCWEMS was also present. SCWEMS has a \$30 per

resident fee for its municipal members and for the county that will increase to \$34 effective July 1. This will make the county's contribution \$45,730.00 from the current \$45,000.00.

Commissioner Moore asked Mr. Mosbey about staffing levels. He replied that Encampment and Medicine Bow have no certified EMTs, only drivers. They have been advertising but the state has made it increasingly difficult to obtain the education to become certified. They will continue to investigate funding alternatives including a grant from WY Workforce Services trades program. They have an open house on Saturday in the Encampment shop where they will be recruiting.

### **EXECUTIVE SESSION**

Commissioner Johnson moved to go into executive session at 3:14 p.m. with Clerk Bartlett, Ashley Mayfield Davis (virtually), and Mike Newbrough to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Moore seconded and the motion passed unanimously.

Commissioner Johnson moved to come out of executive session at 3:30 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Moore seconded and the motion passed unanimously.

### **ADJOURNMENT**

Commissioner Moore moved to adjourn the meeting at 3:31 p.m. Commissioner Barkhurst seconded and the motion passed unanimously.

A regular meeting of this Board will be held Tuesday, June 20, 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.