

**OFFICIAL MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, June 20, 2023 @ 9:00 a.m.
and
Wednesday, June 21, 2023 @ 8:30 a.m.
Carbon Building- Courthouse Annex,
215 W. Buffalo Street, Second Floor, Rawlins, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, June 20, 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, Commissioners John Johnson, John Espy and Byron Barkhurst.

Chairman Jones called the meeting to order at 9:00 a.m.

ADDITIONS / CORRECTIONS

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 John Espy for \$339.60. Commissioner Moore seconded and the motion passed with all voting for the motion except Commissioner Espy who abstained due to personal conflicts.

Commissioner Barkhurst moved to approve June 2023 payroll and benefit expenses of \$998,227.25 and insurance claim and premium expenses of \$230,555.14 and the main expenditures in the amount of \$827,561.45 for an aggregate total today of \$2,056,683.44. Commissioner Espy seconded and the motion passed unanimously.

Vendor	Detail Line Description	Total
Abels, Duane E.	County Health Officer	\$1,600.00
AlcoPro	Alcohol Test Kits	\$626.50
Apex Communications	Radio Site Maintenance	\$2,654.90
Applied Concepts, Inc.	VSS Cable Kit	\$140.00
Avfuel Corporation	Aviation Fuel	\$16,268.22
Axis Forensic Toxicology, Inc.	Lab Fee & Services	\$1,537.00
Baggs, Town of	Fire Reimb., Rent & Water Services	\$2,181.83
Balestrieri, Michelle	Mileage	\$55.02
Bank of Montreal - Mastercard	Misc. Charges	\$59,839.73
Bartlett, Gwynn	Mileage	\$289.30
BI Inc.	Electronic Monitoring Service	\$780.00
Big Sky Communications Inc.	Headsets	\$218.00

Bjork, Ryan P.	SARTECH III Reimbursement	\$70.00
Bob Johnsons Computer Stuff Inc.	Sheriff Toughbook	\$4,355.39
Bomgaars Supply	Hammer/Shovel/Blade Kit/Saw	\$244.95
Borderline Power Sports	2023 Polaris	\$8,999.00
Brown & Hiser LLC	Legal Services	\$140.00
Carbon County Public Health	Pre-Employment Vaccines	\$188.00
Carbon County Vet. Hospital	Canine Zeus Vaccinations	\$441.80
Carbon Power & Light Inc.	Electric Services	\$2,070.17
Care More Turf Maintenance	Jeffery Center Lawn Maintenance	\$1,700.00
CareRight Technologies, LLC	Monthly Bed Fee	\$166.50
Casper Winnelson Co.	Misc. Plumbing Parts and Supplies	\$2,212.03
Charm-Tex, Inc.	Inmate Uniforms /Mattresses	\$3,855.22
Charter Communications	Jail Cable Services	\$120.13
CIDNET	Jail Data	\$750.00
Coronerme.Com	Annual Maintenance Fee	\$250.00
Corthell And King, P.C.	Legal Services	\$1,774.80
Corvinus Group LLC	Jail Housing Control Update	\$4,760.00
Cowboy Chemical	Jail Cleaning Supplies	\$189.90
Cowboy Supply House	Misc. Supplies	\$595.02
Cragun, Megan A.	Mileage/Meals	\$265.10
Daily Times	Jail Newspapers	\$375.84
Davis, Ashley	Mileage	\$712.80
Dell Marketing L.P.	8 Dell Rugged Laptops	\$19,571.12
Drummond Refrigeration LLC	Misc. Repairs and Labor	\$438.90
Dustbusters, Inc.	Mag Chloride	\$250,800.00
Dynamic Controls Inc.	2 Door Card Readers	\$2,410.00
Elk Mountain, Town of	Water & Heating Services	\$354.86
Encampment School	Junior Class Post Prom Lock in	\$500.00
Encampment, Town of	Water Services-R&B	\$102.00
Engineering Associates	Brush Creek Rd Chip Seal Project	\$6,841.11
Erickson & Roberts	Legal Services	\$1,697.12
Espy, John	NACO Mileage	\$339.60
Fischer, Christopher	Meal Reimbursement	\$38.43
Foxit Software Incorporated	Foxit Pdf Software & License	\$9,161.74
Fremont County Coroner's Office	Autopsy Fees	\$3,850.00
Friend, Katie	Commissioners Meals	\$50.00
Fritz, Christopher	SARTECH III Reimbursement	\$70.00
Galls/Quartermaster	Sheriff Uniforms	\$2,065.75
Griffin, Prince	Elec Monitor Deposit Refund	\$820.00
Guardian Alliance Technologies	App. Pre-Screening/Software Platform	\$175.00

Gulbrandson, Kimberly A.	Mileage/Meals	\$312.64
Hanna, Town of	Water Services	\$279.64
Hanson, Ashten	SARTECH III Reimbursement	\$70.00
Hemocue	Anemia Screening Kit	\$530.00
Hughes, Chris	Mileage	\$15.40
Iacovetto, Christopher L.	SARTECH III Reimbursement	\$70.00
Interior Galore	Jail-Carpet Installation	\$3,578.00
Jack's Body & Fender Repair	Tow Charges	\$805.00
Kaisler, Todd	Mileage-Fair Board	\$99.00
Kaluzny, Emily	Personal Phone Usage	\$30.00
Kilburn Tire Company	Battery Replacement	\$234.95
King Soopers Customer Charges	Jail Food	\$37.39
KTGA/KBDY	Radio Ads	\$170.00
L N Curtis & Sons	Brass Expansion Rings	\$400.66
Mallcheck, Garrett	Fuel Reimbursement	\$228.51
McGraw, Joan	Mileage	\$44.00
McKesson Medical-Surgical	Health Supplies & Envelopes	\$941.04
Medicine Bow, Town of	Water Services	\$211.00
MHCC	Medical Services	\$38,888.07
Merback Award Company	Engraving	\$21.66
Miller, Dale	Meal Reimbursement	\$14.41
Morse, Kimberley	Meals	\$40.29
Motorola Solutions	Assembly Accessory Kit	\$139.75
Motus Space Solutions	Courthouse High Density Storage	\$179,464.71
Mountain West Motors	Driver Door Repairs	\$144.95
MPM Corp / Evergreen Disposal	Trash Services	\$130.00
Napa - Saratoga	Wiper Blades & Battery	\$75.31
Newbrough, Wendy J.	SARTECH III Reimbursement	\$70.00
Norco, Inc.	Cylinder Rent	\$836.79
Offender Watch	Sex Offender Notifications	\$109.62
Olde Trading Post	Fire Fuel	\$62.12
O'Reilly Auto Parts	Freon/Chainsaw Oil/Wiper Blades	\$91.89
Parker, Elizabeth	Mileage	\$76.23
Perkins Oil Co.	Fuel	\$3,450.13
Plainsman Printing & Supply	Legal Folders	\$255.00
Quill Corporation	Staples/Sticky Notes	\$27.86
R.P. Lumber Company, Inc.	Misc. Parts and Supplies	\$313.98
Rawlins Automotive	Misc. Parts	\$1,428.44
Rawlins Hardware	Misc. Parts and Supplies	\$2,398.47
Rawlins Hardware - 5405	Cutoff Wheel	\$39.96
Rawlins, City of	Tire Disposal & Unclaimed Burial	\$94.50

Ready, Justin	Mileage	\$88.00
Republic Services #642	Trash Services	\$315.56
Rice-Prior, Denise	Inmate Mental Health Services	\$1,000.00
Riverton Circuit Court	Certified Copies	\$3.00
Rocky's Quik Stop	Fuel	\$1,114.57
Rodabaugh, Sherry	Jury Trial Bailiff	\$150.00
Saratoga Sun	Misc. Ads.	\$1,150.75
Saratoga, Town of	Water Services	\$48.50
Schofield, Stephanie M.	Fire Arson Dog Recertification	\$1,119.80
Secretary of State	Notaries	\$120.00
SecureNet Systems Inc.	BOCC Meeting Streaming Service	\$594.00
Shepard's	Fuel	\$84.40
Shippy, April	Interpreter Services	\$40.00
Shively Hardware	Coils/Stop Wires	\$124.75
Sikes, Melisa	SARTECH III Reimbursement	\$70.00
Skyline Motors, Inc.	Replace Transfer Case/Surge Tank	\$3,836.79
Slow & Steady Law Ofc., PLLC	Legal Services	\$10,820.00
Smith Psychological Services	Employee Evaluation	\$800.00
Spaulding, Dawnette	Mileage	\$312.44
Staples Advantage	Misc. Supplies	\$485.16
State of Wyoming DCI	New Offender Registration & Fees	\$170.00
Stinker Stores Inc.	Fuel	\$7,329.59
Stocks Services	Baggs Mud Slide Cleanup	\$9,965.00
Summit Food Service	Jail Meals	\$12,193.74
Swanson Services Corporation	Jail Commissary Supplies	\$2,902.32
Terminix	Pest Control	\$237.00
The Cowboy Couture	Embroidery/Caps	\$460.00
The Masters Touch, LLC	DMV Postcards-Postage Fee	\$1,100.00
Tin Boy Garage	Tire Repair	\$25.00
Toyota of Laramie	2023 Toyota	\$53,433.00
Transunion Risk & Alt. Data	True-lookup Program	\$175.00
Trudiligence, LLC	Employee Background Checks	\$15.44
University of Wy Extension	CES Support Person Salary Match	\$11,002.45
US Bank	Misc. Charges	\$1,060.00
Valence Health Corp.	Inmate Medical Services	\$6,500.00
Valley Fire Extinguisher	Kitchen Hood Inspections	\$2,425.95
Valley Oil Company	Fuel	\$2,657.72
VIP	31 Window Tints-CCSO	\$3,750.00
Voiance Language Services LLC	Interpretation Services	\$37.50
Walker, Deborah C.	Patches Sewn Deputy Uniforms	\$105.00
Webster, Matthew S.	Mileage	\$165.00

Wex Bank	Fuel	\$1,956.82
Wille, O.R.	Mileage	\$82.50
WY Behavioral Institute	Medical Services	\$584.00
WY Dept of Transportation	CR203 Bridge Over N Platte	\$180.04
WY Machinery Company	Misc. Parts and Supplies	\$26,721.11
WY Public Health Laboratory	Lab Services	\$576.00
Wyoming Health Fairs	County Employee Blood Draws	\$3,869.00

CONSENT AGENDA

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. Clerk Bartlett noted the consent agenda includes the June 6, 2023, and June 7, 2023, regular meeting minutes. Commissioner Johnson seconded and the motion passed unanimously.

ELECTED OFFICIALS & DEPARTMENT HEADS

Public Health

Commissioner Johnson moved to approve the contract between Wyoming Department of Health Public Health Division in the amount of \$10,000.00 and Carbon County for the purpose of the County Health Officer in an amount of an additional \$9,600.00, and both for terms of July 1, 2023, through June 30, 2024. Commissioner Espy seconded and the motion passed unanimously.

Commissioner Barkhurst moved to approve the Carbon County Public Health’s Cash Handling Policy. Commissioner Espy seconded and the motion passed unanimously.

Commissioner Barkhurst moved to approve the Amendment Number One to the Agreement between Carbon County and Professional Consultative Examination Services Per Diem Use Agreement to update the previous agreement to include the following company name: Joppa Capital Ventures, Inc. d/b/a/ EverMed Exams. Commissioner Espy seconded and the motion passed unanimously.

Commissioner Espy moved to authorize the Chairman’s signature on the Contract Between the Wyoming Department of Health, Public Health Division and Carbon County Health Department for a term of July 1, 2023, through June 30, 2024, totaling \$117,000.00 for the Public Health Response Coordinator. Commissioner Moore seconded and the motion passed unanimously.

Emergency Management

Commissioner Barkhurst moved to approve the Grant Award Agreement between WY Office of Homeland Security and Carbon County (21-HMGP-CAR-HM4535-3F) in the amount of \$44,583.32 and for a term of August 5, 2021, through July 31, 2025, for the purchase of early warning sign gauges. Commissioner Moore seconded the motion passed unanimously.

Sheriff

Commissioner Johnson moved to approve the Memorandum of Understanding between Carbon County and Carbon County School District #2 (CCSD2) for the School Resource Officer Program in which CCSD2 will provide financial contributions of \$40,000.00 annually to the Carbon County Sheriff's Office for salary and benefits and for a term that will remain in full force and effect until terminated by one of the parties upon 60 days written notice. Attorney Davis noted three changes requested by the school – removal of attorney signature lines, addition of a reference to the school board trustees and addition of language of a payment date and proration of the agreement. Commissioner Moore seconded and the motion passed unanimously.

Road & Bridge

Commissioner Espy moved to authorize any commissioner to sign paperwork with S&L Industrial for centerline striping of the Seminole Road after development and attorney approval. Commissioner Barkhurst seconded and the motion passed unanimously.

Commissioner Espy moved to approve the Chairman's signature on the Final Reconnaissance Reports for DMW Bridge over Muddy Creek (CR 702), FPX Bridge over Four Mile Creek (CR 603) and DMR Bridge over Third Sand Creek (CR3). Commissioner Moore seconded and the motion passed unanimously.

Fire

Commissioner Moore moved to approve the Chairman's signature on the 2023 Wildland Fire Management Annual Operating Plan developed by the Wyoming State Forestry Division. Commissioner Espy seconded and the motion passed unanimously.

Clerk

Commissioner Barkhurst moved to approve Amendment #1 to the Real Property Lease No 8-09274 between Carbon County Commissioners and State of Wyoming, Department of Administration and Information, General Services Division for office space rent for the Department of Family Services on the 3rd Floor of the Carbon Building. Commissioner Johnson seconded and the motion passed unanimously.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 10:01 a.m. with Clerk Bartlett, Ashley Mayfield Davis, Matt Webster, and Mike Newbrough to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Moore seconded and the motion passed unanimously.

Commissioner Espy moved to come out of executive session at 10:45 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Moore seconded and the motion passed unanimously.

Wyoming Downs

Commissioner Johnson moved to authorize the Chairman's signature on Resolution 2023-19, A Resolution Approving Wyoming Down, LLC to Conduct Pari-Mutuel Wagering on Live Horse Racing, Historic Horse Racing, Simulcast Events and Rodeo Events Within Carbon County, Wyoming adding the property at 1602 Inverness Blvd in Rawlins known as the Peppermill. Commissioner Moore seconded and the motion passed unanimously.

Commissioner Moore left the meeting at 11:00 a.m. to represent the BOCC at the Transwest Express groundbreaking.

PUBLIC HEARING – Budget Amendment

Chairman Jones opened a public hearing at 10:59 a.m. to hear about a proposed Budget Amendment to departmental budgets for Fiscal Year 2023 and Clerk Bartlett noted the hearing was advertised in the Saratoga Sun on June 8. Gwynn outlined the amendments as follows: increase expenditures as follows – Commissioners by \$10,000 to cover increased dues to the WY County Commissioner's Association, Treasurer by \$1,500 to cover postcard reminders now contracted out of this budget, Utilities by \$26,977.59, Dixon Airport by \$10,000.00 primarily for fuel expense, Road & Bridge by \$10,000 primarily due to fuel costs from a bad winter, Outside Agencies by \$50,705.30 for the Carbon County Fire Protection District, and reduce reserves by \$109,182.89 to cover the above. In addition, the following special revenue funds: Fund 152 by \$3,575.00 as this was a new fund and Fund 284 the Sheriff's Search & Rescue fund by \$3,585.06 to cover Hagglund repairs from various searches.

Chairman Jones called for comments for or against the amendment. There being none, she closed the hearing at 11:02 a.m.

Commissioner Barkhurst moved to adopt Resolution 2023-23 - FY 2023 Budget Amendment Number One for departmental budgets. Commissioner Johnson seconded and the motion passed unanimously.

PUBLIC HEARING – C.U. Case #2023-03 – Union Telephone Company and BLM

Commissioner Johnson moved to untable C.U. Case File 2023-03, Union Telephone Company's request for a Conditional Use Permit. Commissioner Barkhurst seconded and the motion passed unanimously.

Chairman Jones opened a public hearing at 11:02 a.m. to hear Planning & Zoning C.U. Case #2023-03, Union Telephone Company's request for a Conditional Use Permit in the Ranching, Agriculture and Mining (RAM) Zone. The request is to permit telecommunications tower up to 155 feet tall and related facilities/equipment at the Midway Communications Site. The Site is located approximately 6.5 miles south of I-80 exit 235 and WY HWY 130 on the west side. Planning Director Sarah Brugger presented the case.

Chairman Jones called for comments for or against the case. There being no comments, she closed the hearing at 11:08 a.m.

Commissioner Espy moved that based on the recommendation of the Planning & Zoning Commission and staff to approve Resolution No. 2023-21, A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission regarding Planning and Zoning C.U. Case #2023-03, Union Telephone Company's request for a Conditional Use Permit in the Ranching, Agriculture and Mining (RAM) Zone, located approximately 6.5 miles south of I-80 exit 235 and WY HWY 130 on the west side at the Midway Communications Site. Commissioner Johnson seconded and the motion passed with all voting for except Chairman Jones who voted against.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 11:27 a.m. with Clerk Bartlett, Ashley Mayfield Davis, Matt Webster, and Mike Newbrough to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Moore seconded and the motion passed unanimously.

Commissioner Espy moved to come out of executive session at 12:46 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Moore seconded and the motion passed unanimously.

Commissioner Discussion

Commissioner Espy moved to waive the procurement policy to allow Buildings & Grounds to repair the electrical issue at the Courthouse. Commissioner Barkhurst seconded and the motion passed unanimously.

RECESS

The meeting was recessed, and Chairman Jones declared the meeting will resume June 21, 2023, at 8:30 a.m. Chairman Jones called the meeting to order at 8:30 a.m. on June 21, 2023, and the BOCC balanced the budget including the general fund and numerous special revenue funds.

ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 1:30 p.m. Commissioner Moore seconded and the motion passed unanimously.

A regular meeting of this Board will be held Monday, July 17, 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 or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.

Gwynn G. Bartlett, Carbon County Clerk

Approved this 5th day of July 2023
BOARD OF COUNTY COMMISSIONERS
CARBON COUNTY, WYOMING

Sue Jones, Chairman