

**REPORT TO THE
MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING**

**Tuesday, August 15, 2023 @ 2:00 p.m.
Baggs Higher Education Center
360 Whippoorwill Dr., Baggs, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, August 15, 2023, at 2:00 p.m. at the Baggs Higher Education Center in Baggs, WY. Attending the meeting were Chairman, Sue Jones, Vice Chairman Travis Moore, John Espy and Byron Barkhurst. Commissioner John Johnson was absent.

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

ADDITIONS / CORRECTIONS

John Rutherford requested that the BOCC ratify a letter that was signed and add it to the agenda under Fire; Clerk Bartlett requested to remove the Fire District bonds from the consent agenda as her office does not have them yet; and Chairman Jones added a letter of support to the WY Business Council for Mountain West Technologies under Commissioners and a letter regarding Parcel 9B letter at the Dixon Airport.

Commissioner Espy moved to approve the agenda as amended. Commissioner Moore seconded and the motion passed unanimously.

VOUCHERS

Commissioner Barkhurst moved to approve payment to Commissioner Espy for \$660.80. 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 August 2023 payroll and benefit expenses of \$981,771.10 and insurance claim and premium expenses of \$188,162.54 and the main amount of bills totaling \$559,113.90 for an aggregate total today of \$1,729,708.34. Commissioner Moore seconded and the motion passed unanimously.

Vendor	Detail Line Description	Total
APG Media of the Rockies	Board Openings Ad	\$120.00
Baggs, Town of	Water Services & Office Rent	\$573.33
Bank of Commerce	Monthly Payroll Files	\$210.00
BI Inc.	Electronic Monitoring Service	\$1,859.00
BK Technologies Inc.	Radio Desk Top Charger	\$428.97
Bomgaars Supply	Misc. Parts & Supplies	\$987.17
Brown & Hiser LLC	Legal Services	\$370.00

Carbon County Fair Board	Monthly Outside Agency Payment	\$2,833.33
Carbon Co. Jr. Livestock Co.	Senior Center Beef	\$8,775.00
Carbon County Library	Monthly Outside Agency Payment	\$31,170.16
Carbon County Museum	Monthly Outside Agency Payment	\$20,833.33
Carbon County Senior Services	Monthly Outside Agency Payment	\$19,583.33
Carbon Power & Light Inc.	Electric Services	\$2,031.09
CIDNET	Jail Data	\$3,600.00
Corthell and King, P.C.	Legal Services	\$1,050.00
Cowboy Supply House	Misc. Supplies	\$201.43
Daily Times	Jail Newspapers	\$167.04
Dirty Boyz Sanitation, Inc.	Trash Services	\$1,717.50
Dominion Energy	Heating Services	\$28.05
Drummond Refrigeration LLC	Jail AC Compressor & Proofer Repair	\$8,520.93
Dustbusters, Inc.	Mag Chloride	\$306,240.00
E & H Plumbing & Const.	Fair Shower Room-Hot Water Heater Install	\$745.00
Easi File	Plat Map File Drawer	\$2,894.97
Elevated Safety Solutions	Random Drug Tests	\$102.00
Elk Mountain, Town of	Water Services	\$68.50
Emblem Enterprises, Inc.	CCSO Patches	\$642.24
Encampment, Town of	Water Services	\$102.00
Engineering Associates	CR 203 Chip Seal Project	\$11,661.21
Engstrom, James D. DDS	Inmate Dental Services	\$2,500.00
Erickson & Roberts	Legal Services	\$2,609.77
Espy, John	Espy Flight & Parking Reimbursement	\$660.80
Grainger	Duel Run Capacitor	\$17.57
Hahn, Bob	Fair Week Helper	\$1,075.00
Hanna, Town of	Water Services	\$11.94
High Plains Power	Electric Services	\$395.89
Honnen Equipment	Low Fan Speed Troubleshoot/Wire Repair	\$3,715.76
Iacovetto, Karon	Carbon Building & Jail Cleaning Services	\$8,230.00
Jones, Kaylee	Fair Week Helper	\$1,944.44
Kostovny, Mark	Mileage	\$92.40
L N Curtis & Sons	Fire Equipment & Supplies	\$4,356.95
Laramie Fire Protection	Fire Inspections	\$700.00
M. Gonzales Trucking, Inc.	Lowboy Trailer Tire	\$417.98
Malcolm, Colton	Fair Week Helper	\$1,016.25
Mallcheck, Garrett	Fuel	\$314.58
McKesson Medical-Surgical	Exam Gloves/Jail Meds	\$285.59
Medicine Bow, Town of	Water & Sewer Services	\$218.65
Motorola	8-Remote Speaker Microphones	\$832.56
MPM Corp./Evergreen Disp.	Trash Services	\$130.00

Napa - Saratoga	Misc Parts	\$251.55
Norco, Inc.	Rags, Cylinder Rent & Electrode	\$307.31
Olde Trading Post	Fuel	\$199.29
O'Reilly Auto Parts	Oil	\$13.37
Perkins Oil Co.	Fuel	\$6,563.47
Plainsman Printing & Supply	Clerk of Court Supplies	\$3,332.72
Pro Roofing	Main Exhibit Hall Roof Repair	\$1,400.00
Quill Corporation	Electric 2 Hole Punch	\$85.99
R.P. Lumber Company, Inc.	Misc. Supplies	\$744.11
Rapid Fire Protection, Inc.	Fair Grounds-Sprinkler Service	\$1,335.36
Rawlins Automotive	Misc. Parts & Supplies	\$1,587.96
Rawlins Hardware	Ball Valve/Coupling Compression	\$27.16
Rawlins Hardware - 5405	Connectors	\$19.98
Rawlins Hardware - 5410	Misc. Supplies	\$784.19
Republic Services #642	Trash Services	\$310.40
Rice-Prior, Denise	Mental Health Contract Services	\$800.00
Robinson, David	Meal Reimbursement	\$31.82
Rocky Mountain Power	Electric Services	\$19,956.95
Saratoga, Town of	Water Services	\$48.50
Shepherd, Trevor	Fair Week Helper	\$697.50
Shippy, April	Interpreter Services	\$40.00
Shively Hardware	Misc. Supplies	\$738.49
Snake River Press	Newspaper Subscription	\$40.00
Squirrel Tree Automotive LLC	Transmission Assembly-2018 Ram 1500	\$4,947.49
Staples Advantage	Misc. Office Supplies	\$890.91
Stinker Stores Inc.	Fuel & Oil/Def/Windshield Washer Solven	\$8,376.46
Swanson Services Corporation	Jail Commissary	\$662.97
The Masters Touch, LLC	July DMV Post Cards	\$456.84
Tin Boy Garage	Sea Foam/Air Filter	\$31.98
Tractor Supply Credit Plan	Rotary Cutter Mower Blade	\$239.96
Transunion Risk & Alt. Data	Trulookup Program	\$175.00
Union Pacific Railroad Co.	UPRR Row Agreement Fee	\$500.00
UPRSWDD	Household Appliance Disposal	\$10.00
US Bank	Misc. Charges	\$3,712.58
Valence Health Corp	Inmate Medical Services	\$6,500.00
Valley Oil Company	Fuel	\$2,281.79
Voiance Language Srvc. LLC	Interpretation Services	\$33.00
Walker, Jeanette R.	Fair Float Supplies	\$53.47
Webster, Matthew S.	IT Travel	\$328.35
West End Sinclair	Fuel	\$209.31
Wex Bank	Fuel	\$69.32

Wille, O.R.	Mileage	\$82.50
WLEA-Advtrng	Sheriff Deputy Schooling	\$165.00
Wreck-A-Mend	Windshield Replacement	\$350.94
WY Behavioral Institute	Acute Adult Unit	\$3,770.00
WY Dept of Transportation	New Plate & Transfer	\$7.00
WY Machinery Company	Misc. Parts	\$12,138.12
WY Retirement System	July Vol Fire Retirement	\$731.25
WY State Board of Pharmacy	WY Controlled Substance Number Renewal	\$120.00
WY Cleaning & Solutions LLC	Courthouse & Jeffrey Center Custodial	\$7,083.33
Zumbrennen Electric Inc.	Locate, Elect. Repair & Wire Installation	\$9,489.30

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 August 1, 2023, regular meeting minutes; and monthly receipts from the Clerk of District Court in the amount of \$4,511.80 and from Carbon County Clerk in the amount of \$19,147.25. Commissioner Barkhurst seconded and the motion passed unanimously.

NOVO Benefits – Health Insurance Renewal

Kellie Grady with NOVO Benefits was present via phone and presented the Health Insurance Renewal for Carbon County.

Kellie discussed the Optum transplant rider noting there is a 3% increase to the premium; required health insurance plan document changes and optional ones that the BOCC may decide on; a new MD Live benefit offered through Blue Cross for only \$1 per employee per month but with per call fees; a new net formulary for prescription medications noting that if used this would result in a \$26,450.00 savings to the county but it would affect approximately 26 individuals that would have to change their prescription medications without an exception request from their physician; the renewal of stop loss insurance noting she and Clerk Bartlett still recommend a \$50,000 specific deductible with the \$150,000 aggregating specific deductible but switching companies to Pan American with ECU as the underwriter. This is the only quote to date that is firm and even with an increase in NOVO's and Blue Cross fees the quote results in a net 10.1% reduction in cost. This quote does have \$90,000 and \$150,000 lasers for two individuals on the plan however they anticipate this from any carrier and other carriers want one more full month of claims before committing to a quote. Clerk Bartlett requested the BOCC hold off on making a decision regarding MD Live as she has information on a competing product to present later.

Commissioner Espy moved to approve all health insurance renewal documents and authorize the Chairman's signature including the Optum transport rider renewal and stop loss renewal with Pan American with ECU as the underwriter for the upcoming plan year of October 1, 2023, through September 30, 2024. Commissioner Moore seconded and the motion passed unanimously.

ELECTED OFFICIALS & DEPARTMENT HEADS

Fire

County Fire Warden, John Rutherford requested the BOCC ratify a letter he signed and sent to Shielah Esterholdt with WY State Forestry adding a 5% administrative fee for invoices for out of state fires billed to the state.

Commissioner Moore moved to ratify a letter sent to Shielah Esterholdt with WY State Forestry adding a 5% administrative fee for invoices for out of state fires. Commissioner Barkhurst seconded and the motion passed unanimously.

Sheriff

Alex Bakken, Carbon County Sheriff, presented a Memorandum of Understanding for law enforcement services for board approval and Chairman's signature.

Commissioner Espy moved to approve and authorize the Chairman's signature on the Memorandum of Understanding for Law Enforcement Services between the Town of Hanna, Carbon County Sheriff's Office, and the Carbon County Board of County Commissioners for a term of July 1, 2023, through June 30, 2024, and in the amount of \$60,000.00 per year prorated to begin September 1, 2023. Commissioner Barkhurst seconded and the motion passed unanimously.

Sheriff Bakken also provided an update on the Carbon County School District #2 School Resource Officer. Sergeant Tyler Christen, formally of the Saratoga Police Department will be CCSD#2 SRO beginning August 17, 2023.

Planning & Development

Sarah Bruggar, Planning Director reported the subdivision regulations are advertised and will be heard at a future meeting.

Buildings & Grounds

Mike Newbrough, Buildings & Grounds Manager reported he will be stepping down as Manager August 31 and recommended Jeff Askins step in as Interim Manager.

Attorney

Ashley Davis, Carbon County Civil Attorney, reported the Rawlins Carbon County Airport Board needs a letter signed regarding a grant for the Rawlins Airport noting this would be electronically signed. Chairman Jones reported she does have this electronically.

Commissioner Espy moved to approve and authorize the Chairman's signature on the FY 2023 Airport Infrastructure Grant Agreement for the Rawlins Municipal/Harvey Field Airport (3-56-0023-025-2023) to construct general aviation terminal building (Phase II) and in the amount of \$193,097.00. Commissioner Moore seconded and the motion passed unanimously.

Ms. Davis presented a Lease Agreement between Carbon County and University of Wyoming for the UW Extension Office for office space in the Carbon Building – Courthouse Annex.

Commissioner Espy moved to approve and authorize the Chairman's signature on a Lease Agreements between Carbon County Commissioners and University of Wyoming Extension for office space at the Carbon Building- Courthouse Annex, located at 215 West Buffalo Street in Rawlins, for a term of 15 months ending on June 30, 2024, for 2278 square feet, with no rent due. Commissioner Moore seconded and the motion passed unanimously.

Attorney Davis also requested and received approval to fill a vacant position for a legal assistant in the Attorney's Office.

Clerk

Gwynn Bartlett, Carbon County Clerk presented applications that she received from the following individuals: Sarah Barber for re-appointment to the Baggs Solid Waste Disposal District, James McNees for appointment to the Planning and Zoning Commission, Richard Raymer, and Bradley Ferguson for reappointment to the Upper Platte River Solid Waste Disposal District and Matthew Hanson for appointment to Saratoga-Carbon County Impact Joint Powers Board.

Commissioner Espy moved to reappoint Sarah Barber to the Baggs Solid Waste Disposal District for a 3-year term ending August 2026; appoint James McNees to the Planning and Zoning Commission for an unexpired 3-year term ending November 2024; reappoint Richard Raymer and Bradley Ferguson to the Upper Platte River Solid Waste Disposal District both for a 3-year term ending August 2026 and appoint Matthew Hanson to the Saratoga-Carbon County Impact Joint Powers Board for a 3-year term ending July 2026. Commissioner Barkhurst seconded and the motion passed unanimously.

Clerk Bartlett presented an amendment to the contract with the Department of Family Services for Temporary Assistance for Needy Families Community Partnership Initiative for approval and Chairman's signature. She noted that the amendment was to increase the total contract dollar amount by \$12,500.00 to \$25,000.00 and to extend the term of the contract.

Commissioner Barkhurst moved to approve and authorize the Chairman's signature on Amendment One to the Contract for Temporary Assistance for Needy Families Community Partnership Initiative between Wyoming Department of Family Services and Carbon County Commissioners for the purpose of increasing the total contract dollar to \$25,000.00 and extend the term of the contract through September 30, 2024, and amend the responsibilities of the Contractor. Commissioner Moore seconded and the motion passed unanimously.

Clerk Bartlett requested that the BOCC make a final decision on implementation of Amaze Health. She recommends implementing Amaze Health and terminating Teladoc. Amaze Health offers urgent care, chronic condition management, mental health, prescription services, referrals, billing support, and family care. The service does not run through Blue Cross whatsoever therefore there is only a monthly fee and no per call fee. Clerk Bartlett recommended the County would cover the

entire cost for those on our health plan which is approximately \$27,000/year. The goal is that employees would utilize the services resulting in a net savings to claims over the year. She also asked if the BOCC would like to offer the service to those not on the county's health insurance at their own cost and recommended doing so.

Commissioner Espy moved to terminate services with Teladoc and implement Amaze Health including paying the fee for those on the county's health plan and to offer this service to those not on the county's health insurance at their own cost through a payroll deduction. Commissioner Moore seconded and the motion passed unanimously.

CARBON COUNTY FIRE PROTECTION DISTRICT

Jim Piche, Homer Beach, John Rutherford provided a monthly update on the Carbon County Fire Protection District to include a request for funding. The Fire Protection District Board reviewed their financial report and are requesting \$25,000.00 from Carbon County. The BOCC authorized the payment to be made immediately.

Mr. Piche requested any agreements held up in legal review with the county be completed and returned as soon as possible so the district can move forward with municipal negotiations.

Commissioners

Chairman Sue Jones presented a letter of support from Mountain West Technologies for a grant to the WY Business Council for broadband service upgrades in Saratoga and Medicine Bow.

Commissioner Espy moved to authorize the chairman's signature on a letter of support to the WY Business Council for Mountain West Technologies grant application for broadband service upgrades in Saratoga and Medicine Bow. Commissioner Moore seconded and the motion passed unanimously.

Attorney Davis reported that last fall the county found out that a tract of land, specifically designated as 9B, was inadvertently not transferred by Three Forks to the county years ago when they deeded land to the county for the airport. The Master Plan has been delayed due to the issue and the deed should be recorded soon so long as the county signs a letter sent through Three Forks attorney Bill MacPherson.

Commissioner Espy moved to authorize the Chairman's signature on a Letter of Agreement and any other documents necessary regarding Three Forks transfer of Tract 9B to the county for Dixon Airport. Commissioner Moore seconded and the motion passed unanimously.

CITIZEN/COMMISSIONERS DISCUSSION

House District 47 Representative Bob Davis reported on various meetings he has attended.

Commissioner Moore thanked various individuals involved in the county fair noting the concession stand he assisted the high school kids with raised over \$13,000.00 with the money going back to the kids.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 3:22 p.m. with Clerk Bartlett and Ashley Mayfield Davis to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Barkhurst seconded and the motion passed unanimously.

Commissioner Espy moved to come out of executive session at 4:21 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Barkhurst seconded and the motion passed unanimously.

ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 4:22 p.m. Commissioner Moore seconded and the motion passed unanimously.

A regular meeting of this Board will be held Tuesday, September 19, 2023, at 9:00 a.m. at the Platte Valley Community Center, Saratoga, WY 82331. 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.