

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, September 5, 2023 @ 9:00 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, September 5, 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**

There were no additions or corrections to the agenda.

**VOUCHERS**

Commissioner Espy moved to approve payment to Sunrise Sanitation for \$75.00. Commissioner Moore seconded and the motion passed with all voting for the motion except Chairman Jones who abstained due to personal conflicts.

Commissioner Espy moved to approve the report of expenditures in the amount of \$2,629,214.93 for an aggregate total today of \$2,629,289.93. Commissioner Moore seconded and the motion passed unanimously.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
Abels, Duane E.	Medical Services	\$1,633.33
Advanced Network Mgmt., Inc.	Contract Services	\$2,315.00
American Com. Corrections Inst, Inc	CCSO Annual Access to Workbooks	\$2,700.00
APCO International Inc.	Licensing Service Fees	\$1,495.00
Apex Communications	Radio Tech Contract Services	\$8,000.00
Artistic Custom Badges & Coins Llc	Buckles/Badge Die Charge	\$818.70
AT&T Mobility	CCSO MDT Service	\$1,243.09
Axis Forensic Toxicology, Inc.	Drug Panel	\$282.00
B&M Suppliers	Nitrile Gloves	\$539.94
Barco Municipal Products, Inc	Tire Chains-Elk Mtn Blade	\$1,120.00
Beck Total Office Interiors	CH Furniture & Carbon Bldg. Bench	\$15,544.43
Benjamin, Larry	Mileage	\$22.00
Bituminous Paving Inc.	Chip Seal Project Cr 203	\$247,384.93
Black Hills Energy	Gas Services	\$4,662.04
Blue Knight Security LLC	Jail Extractions	\$4,525.00

Bomgaars Supply	Misc. Parts & Supplies	\$672.33
Buchanan, Karen	Mileage	\$148.50
Capital Business Systems Inc.	IT Copiers	\$2,339.56
Carbon County Fair Board	Monthly Outside Agency Payment	\$2,833.33
Carbon County Fire Protection Dist.	Quarter Payment	\$25,000.00
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 County Veterinary Hospital	Canine Zeus Vaccinations	\$17.50
CareRight Technologies, LLC	Monthly Bed Fee	\$144.30
Casada Funeral Home	Coroner Expense Burial	\$1,500.00
Casper Winnelson Co.	Misc. Plumbing Supplies	\$1,733.85
Center for Internet Security, Inc.	IT Cybersecurity	\$16,500.00
Charter Communications	Jail Cable	\$240.26
CIDNET	Jail Data	\$2,550.00
Collins Communications Co.	20 Handheld Radios - JIC	\$18,960.00
Communication Technologies	Radio Installation-Coroner truck	\$220.00
Consolidated Elect. Distributors Inc.	Fuse	\$301.30
Cowboy Chemical	Dish Detergent/Disinfectant	\$364.25
Cowboy Supply House	B&G Cleaning Supplies	\$1,262.23
Culligan Water Conditioning	Salt/Cart. Assembly/Labor-CCSO	\$945.80
Daikin Applied	Volt Monitor-Carbon Bldg.	\$6,902.00
Dallin Motors Inc.	Tire Sensor & Snap Ring	\$57.00
Dixon, Town of	Water Services	\$308.00
Drummond Refrigeration LLC	Add R-22 to AC System-Jail	\$872.00
Dynamic Controls Inc.	Trane Shaft & Library Camera	\$4,780.00
Easi File	Plat File Envelopes	\$234.33
Econo Signs, LLC	Reflective Signs	\$406.81
Elevated Safety Solutions	Firefighter DOT/Physical	\$260.00
Elk Mountain Conoco	Fire Fuel	\$571.65
Elk Mountain, Town of	Propane Services-Elk Mtn Library	\$89.51
Engineering Associates	Chip Seal Project CR 203	\$13,297.05
Fager, Tamilyn	Boards Senior Svc. Mileage	\$62.70
FCI Constructors of WY	Courthouse Renovation	\$1,092,730.25
France, Tara	Court Reporter	\$604.50
Fremont County Coroner's Office	Routine Forensic Autopsy	\$3,850.00
Further	Health Reimb. & Medical FSA	\$3,672.03
Galls/Quartermaster	Deputy Clothing and Supplies	\$3,896.90
Grainger	Misc. Supplies	\$1,281.15
Gulbrandson, Kimberly A.	Mileage	\$6.60
Haver, Emily L.	Meal Reimbursement	\$58.21

Hays, Patricia	Mileage	\$66.00
Hedges Operating, LLC	Bare Ground Treatment - DWX	\$600.00
High Plains Power	Electric Services	\$464.88
Holcomb, Nancy	Mileage	\$6.05
Hughes, Chris	Mileage	\$22.00
Iacovetto, Christopher L.	Search & Rescue Fuel Reimb.	\$20.20
Iacovetto, Karon	Monthly Janitorial Cleaning	\$8,230.00
Iron J Towing	Impound-Vehicle Tow Charges	\$808.00
Jones, Landon	Ammunition for Training Reimb.	\$370.83
K2 Towers III, LLC	Tower Rent	\$4,751.02
Kaluzny, Emily	Personal Phone Usage-July	\$30.00
Kilburn Tire Company	4 Tires-Mount & Balance	\$1,222.24
Knowbe4, Inc.	IT Cybersecurity	\$4,932.80
KTGA/KBDY	Radio Ads & Radio Tech Rent/Lease	\$470.00
L N Curtis & Sons	Fire Supplies	\$926.06
Lifetime Benefit Solutions, Inc.	Cobra Fees	\$50.00
McKesson Medical-Surgical	Jail Meds & Supplies	\$137.29
Merseal Law, LLC	Legal Services	\$5,980.00
Midwest Connect	Labels and Ink	\$282.00
Mike's Lock & Key	Jail Call Out-Unlock Door	\$50.00
Miller, Ken	Mileage	\$66.00
Mobile Concrete, Inc.	Concrete for Cattle Guard Blocks	\$1,429.50
Morse, Kimberley	Mileage	\$324.20
Mountain Alarm	CCYCC - Alarm Monitoring	\$47.90
Mountain West Motors	Bolts/Studs/Nuts	\$110.13
Napa - Saratoga	Misc. Auto Parts and Supplies	\$958.29
Nation, Leslie H.	Mileage	\$66.00
Norco, Inc.	Welding Supplies & Cylinder Rent	\$1,029.83
North Ridge Fire, LLC	50-Jaw Clips/Helmet Straps	\$7,913.00
Offender Watch	Sex Offender Notifications	\$93.06
Old Penitentiary Joint Powers Board	Quarterly Outside Agency Payment	\$8,750.00
Orde, Curtiss J.	Travel Costs-Arkansas Loop Fire	\$2,135.36
O'Reilly Auto Parts	Misc. Parts and Supplies	\$107.15
Parker, Elizabeth	Mileage	\$11.00
Perkins Oil Co.	Fuel	\$81.12
Perue Printing	Signature Stamp	\$24.95
Plus, Electric Inc.	4" Rigid Conduit-Elk Mtn Site	\$801.08
Pocket Press Inc.	Wyo Criminal/Traffic Law Books	\$249.75
R.P. Lumber Company, Inc.	Misc. Parts	\$188.95
Rapid Fire Protection, Inc.	5 Year Insp. - Senior Center & Jail	\$3,270.00
Rasmussen Furniture	Courthouse-Filter	\$46.95

Rawlins Automotive	Misc. Auto Parts and Supplies	\$2,583.21
Rawlins Elementary School	Gift Cards - Mustang Pack Program	\$1,498.42
Rawlins Hardware - 5405	Misc. Supplies	\$60.51
Rawlins, City of	Wood & Pallet Materials to Landfill	\$13.30
Ready Livestock Co.	Snow Plowing Dixon Senior Center	\$1,500.00
Saltus Technologies	Digi Ticket Software	\$5,480.00
Saratoga Sun	Misc. Ads	\$5,877.38
Shirts & More	Decals for Vehicles	\$137.00
Shively Hardware	Groomer Parts & Tire Repair	\$297.83
Slow and Steady Law Office, PLLC	Legal Services	\$12,930.00
South Central WY EMS	Quarterly Outside Agency Payment	\$11,432.50
Spaulding, Dawnnette	Mileage	\$90.39
Staples Advantage	Misc. Office Supplies	\$458.75
Stinker Stores Inc.	Diesel Fuel	\$9,705.37
Strode Forensics, PLLC	Routine Autopsy	\$1,122.00
Summit Food Service	Jail Meals	\$17,582.85
Sunrise Sanitation Service, LLC.	Trash Services	\$75.00
Super Vacuum Mfg. Co. Inc.	Vehicle Decals	\$483.61
Swanson Services Corporation	Jail Commissary	\$1,792.23
T.O.G.	Carbon Bldg. & CH Window Clean	\$1,920.00
Terminix	Pest Control-Muddy Gap B&G & Jail	\$237.00
The Cowboy Couture	Embroidery-Sheriff's Office	\$225.00
The Masters Touch, LLC	Postage	\$7,955.80
Thos. Y. Pickett & Co., Inc.	2nd Instl. 2024 Valuation Contract	\$9,000.00
Tyler Technologies, Inc.	Software Support	\$4,434.27
United States Postal Service	Admin Postage	\$10,000.00
UPRSWDD	Trash Services	\$190.00
Weiland, Helen	Mileage	\$82.50
Wilson, Karon	Mileage	\$24.20
WLC Engineering	Retracement of CR 451- ROW	\$4,517.83
WLEA-ADVTRNG	Sheriff Deputy Schooling	\$1,678.00
World Wash LLC	Kitchen Exhaust Cleaning	\$1,400.00
Wrigley, Janelle	Travel Costs-Spring Creek Fire	\$604.64
WY Dept of Health	Grants & Nurse Salaries	\$37,578.04
WY Dept of Transportation	Plate Transfer & CR 203	\$1,540.60
WY Machinery Company	Tylers Machine Warranty Work	\$371,973.62
WY Secretary of State	Notary Application Fee	\$120.00
Wyoming Cleaning & Solutions LLC	Monthly Janitorial Services	\$7,083.33
Zetron	Critical Communication System	\$440,757.00
Zumbrennen Electric Inc.	Network Ports Configuration	\$102.78

## **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 15, 2023, regular meeting minutes; monthly receipts from the Planning and Development Department in the amount of \$23,790.97; Tax Roll Correction in the amount (\$3,513.80) and Notice of Valuation Changes in the amount of (\$1,112,440.00). Commissioner Moore seconded and the motion passed unanimously.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **Fire**

Commissioner Johnson moved to ratify the Chairman's signature on the US Department of Interior Right of Way Grant/Temporary Use Permits for Elk Mountain East Radio Communications Site and Access Road that was signed by the Chairman on September 3, 2023. Commissioner Moore seconded and the motion passed unanimously.

### **Road and Bridge**

Commissioner Johnson moved to approve the Chairman's signature on the Amended and Restated Road Use Agreement for Transwest Express LLC. Commissioner Moore seconded and the motion passed unanimously.

### **Clerk**

Commissioner Espy moved to approve the changes to the County's Health Plan copays for Specialist visits from \$25 to \$50; Generic Prescriptions from \$15 down to \$5 copay; and Specialty Prescriptions from \$50 to \$100 copay effective January 1, 2024. Commissioner Johnson seconded and the motion passed unanimously.

### **Attorney**

Commissioner Johnson moved to approve Amendment #1 to the Road Use Agreement for Last Mile Transmission which amends the amount of County Road 121 to be utilized. Commissioner Moore seconded and the motion passed unanimously.

### **Commissioners**

Commissioner Espy moved to ratify the Chairman's signature on the Grant Offer for Airport Improvement Program (AIP) Project No. 3-56-0023-024-2023 at Rawlins Municipal/Harvey Field Airport in the amount of \$573,379.00 and for the purpose of constructing a general aviation terminal building (phase 1). Commissioner Moore seconded and the motion passed unanimously.

## **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 10:17 a.m. with Clerk Bartlett and Ashley Mayfield Davis to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Moore seconded and the motion passed unanimously.

Kandis left at 10:40 a.m. and Matt Webster joined.

Commissioner Espy moved to come out of executive session at 11:10 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Moore seconded and the motion passed unanimously.

## **PLANNING & ZONING**

### **Public Hearing - Z.C. Case File No. 2023-06 - Laryn and Julie Jackson**

Chairman Jones opened a public hearing at 12:02 p.m. to hear Planning & Zoning Z.C. Case File No. 2023-06, Laryn and Julie Jackson's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Rural Residential Agriculture (RRA-43.72) on approximately 43.72 acres. The RRA Zone is intended to be applied in areas of the County which are particularly suited to large lot development that allow both agricultural and residential uses intermingled and is located approximately 24 miles south of Creston Junction off WY HWY 789 on the east side. Kristy Rowan, Office Manager presented the case file.

Chairman Jones called for comments for or against the case. There being no comments, Chairman Jones closed the hearing at 12:07 p.m.

Commissioner Moore moved that based on the recommendation of the Planning & Zoning Commission and staff to approve Resolution No. 2023-28, A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission regarding Z.C. Case File No. 2023-06, Laryn and Julie Jackson's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Rural Residential Agriculture (RRA-43.72) on approximately 43.72 acres and located approximately 24 miles south of Creston Junction off WY HWY 789 on the east side. Commissioner Espy seconded and the motion passed unanimously.

### **Public Hearing - Z.C. Case File No. 2023-07 - Garrett Pantle**

Chairman Jones opened a public hearing at 12:09 p.m. to hear Planning & Zoning Z.C. Case File No. 2023-07, Garrett Pantle's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Forestry Production and Seasonal Recreation (FPSR-40.47) on approximately 40.47 acres. The FPSR Zone is intended to be applied to areas of the County in which timber production and seasonally accessible recreation uses are the desirable predominant uses and is located approximately 6 miles southwest of HWY 230. Kristy Rowan, Office Manager presented the case file.

Chairman Jones called for comments for or against the case. There being no comments, Chairman Jones closed the hearing at 12:11 p.m.

Commissioner Espy moved that based on the recommendation of the Planning & Zoning Commission and staff to approve Resolution No. 2023-29, A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission regarding Z.C. Case File No. 2023-07, Garrett Pantle's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Forestry Production and Seasonal Recreation (FPSR-40.47) on approximately 40.47 acres and located approximately 6 miles southwest of HWY 230. Commissioner Johnson seconded and the motion passed unanimously.

### **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 12:14 with Clerk Bartlett and Ashley Mayfield Davis to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Moore seconded and the motion passed unanimously.

Kristy joined at 12:28 p.m.

Commissioner Espy moved to come out of executive session at 12:53 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Moore seconded and the motion passed unanimously.

### **ADJOURNMENT**

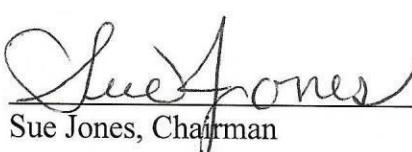
Commissioner Johnson moved to adjourn the meeting at 12:54 p.m. Commissioner Moore seconded and the motion passed unanimously.

A regular meeting of this Board will be held Tuesday, October 3, 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.



Gwynn G. Bartlett, Carbon County Clerk

Approved this 19<sup>th</sup> day of September 2023  
BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING



Sue Jones, Chairman