

**OFFICIAL MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, May 7, 2024, 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, May 7, 2024, 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 and Garrett Irene. Commissioner John Espy was absent due to attending the Western Interstate Region Conference in CA.

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

ADDITIONS / CORRECTIONS

Commissioner Johnson moved approve the agenda as amended. Vice Chairman Moore seconded and the motion passed unanimously.

VOUCHERS

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

Vice Chairman Moore moved to approve the report of expenditures in the amount of \$485,218.18 for an aggregate total today of \$485,293.18. Commissioner Irene seconded and the motion passed unanimously.

Vendor	Detail Line Description	Total
Abels, Duane E.	County Health Officer	\$1,633.33
Acme Electric Company, LLC	Performed Locates at Fairgrounds	\$295.00
Advanced Network Mgmt., Inc.	Managed Services Fee	\$2,430.00
All In One	Pump Grease Trap Cleaning	\$850.00
Amazon Capital Services	Office Supplies	\$105.16
Angel Armor	Sheriff Supplies Uniforms	\$62.97
Apex Communications	Radio Maintenance & Repair	\$2,641.89
AT&T Mobility	CCSO MDT Service	\$1,243.99
Axis Forensic Toxicology, Inc.	Coroner Expense Exam Fees	\$1,413.00
Bartlett Oilfield Service, Inc.	Blade CR 100-Contract Services	\$1,656.26
Bartlett, Gwynn	Mileage	\$46.20
Beach, Homer	Ryan Park Fire Dept Snow Plowing	\$560.00
Black Hills Energy	Gas Services	\$15,160.47
Blakeman Propane	Propane Services	\$2,044.40

Bob Barker Company, Inc.	Inmate Uniform and Supplies	\$791.59
Bob Ruwart Motors	2024 Chevy Silverado Truck X2	\$101,410.56
Buchanan, Karen	Mileage	\$88.00
Capital Business Systems Inc.	Copiers	\$2,549.24
Capitol Communications	Annual Telecom Support Services	\$3,444.34
Carbon County Fair Board	Monthly Outside Agency Payment	\$2,833.33
Carbon Co. Higher Ed. Center	Care Fair Banners	\$155.00
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
CareRight Technologies, LLC	Monthly Bed Fee	\$183.15
Casper Interagency Dispatch Ctr.	Dispatch Center Assessment	\$1,000.00
Casper Winnelson Co.	Flush & Faucet Valve Repair Kits	\$128.34
CIDNET	Jail Data	\$1,500.00
Cna Surety	Bond Fees	\$100.00
Communication Technologies	Portable Radio Installation	\$1,754.95
Consolidated Elect. Dist. Inc.	Rewire Fairgrounds Rodeo Panel & Sensor	\$3,285.22
Core Legal, LLC	Legal Services	\$4,415.00
Cowboy Chemical	Power Wash/Dish Detergent/Dish Sanitizer	\$501.05
Daikin Applied	Chiller Compressor 3 Replacement	\$13,650.00
Dixon, Town of	Water Services	\$308.00
Dominion Energy	Gas Services	\$304.30
Elevated Safety Solutions	Random UA	\$144.00
Engstrom, James D. DDS	Inmate Dental Services	\$2,500.00
Erickson & Roberts	Legal Services	\$2,741.68
Fatbeam LLC	IT Internet, Website & Wide Area Network	\$15,510.00
Fremont Co. Coroner's Office	Coroner Expense Exam Fees	\$1,925.00
Further	Health & Medical Reimb. & Part. Fees	\$6,267.19
Galls/Quartermaster	Sheriff Uniforms	\$1,574.02
Grainger	Misc. Supplies	\$288.58
Greater Wy Big Bros/Sisters	County Prevention Services April 2024	\$10,375.46
Greenwood Mapping, Inc.	Planning Contract Services	\$581.25
Gulbrandson, Kimberly A.	Mileage	\$188.65
Hagan, Walter	Repair Front Entrance Door Frame	\$105.00
Hanna, Town of	Water Services	\$254.22
High Plains Power	Electric Services	\$533.04
Hughes, Caleb	Travel	\$23.10
Iacovetto, Karon	Monthly Janitorial Services	\$8,230.00
Jack's Body & Fender Repair	Service Call & Abandoned Vehicle Tow	\$1,310.00
Jasso, Oscar	Soberlink Refund	\$916.00
K2 Towers III, LLC	Radio Site Rent	\$2,251.02

Kaluzny, Emily	Personal Cell Phone Use April	\$30.00
Kilburn Tire Company	Oil Service	\$73.11
KTGA/KBDY	Radio Site Rent	\$150.00
Legal & Liability Risk Mgmt.	Sheriff Deputy Schooling	\$1,300.00
Lifetime Benefit Solutions, Inc.	Cobra Fee	\$25.00
Local Government Liability Pool	Membership Renewal FY 25	\$79,820.00
McKesson Medical-Surgical	Jail Health	\$163.10
Medicine Bow, Town of	Call Out	\$452.00
Merchant McIntyre & Assoc., LLC	May 2024 Monthly Retainer	\$8,000.00
Modern Marketing, Inc.	Wrist Restraints	\$281.32
Montoya, Robert	Soberlink Refund	\$871.00
Montoya, Yvette	Daily Rental Refund	\$68.00
Moss, Barbara	Mileage	\$100.10
Motorola Solutions	Portable Radio Programming	\$7,572.92
Mountain Alarm	Youth Crisis Center Alarm Monitoring	\$57.90
Napa - Saratoga	Refrigerant	\$19.98
Newberry, Michael R.	Personal Vehicle Usage	\$460.22
Norco, Inc.	Custodial Supplies	\$726.99
Offender Watch	Sex Offender Notification	\$160.80
Office of the Attorney General	Background Check	\$39.00
Olde Trading Post	March Fuel	\$80.50
O'Reilly Auto Parts	Misc. Auto Parts & Supplies	\$184.91
Out Doors	Repair Big Service Door B&G	\$467.50
Phillips 66 Co./SYNCB	Fuel	\$37.30
Pueblo County Sheriff's Office	Sheriff Deputy Schooling	\$600.00
Quarles Petroleum	Fire Fuel	\$1,383.92
R.P. Lumber Company, Inc.	Misc. Supplies	\$1,496.84
Rapid Fire Protection, Inc.	Annual Sprinkler & Backflow Inspection	\$760.00
Rawlins Automotive	Misc. Auto Parts & Supplies	\$1,343.22
Rawlins Hardware - 5405	Connectors	\$29.98
Rawlins Hardware - 5410	Misc. Parts and Supplies	\$421.18
Rawlins, City of	Water Services & Landfill Fees	\$2,901.09
RDO Equipment Co.	Filters/Oil/O Rings	\$659.24
Republic Services #642	Trash Services	\$169.36
Rice-Prior, Denise	Inmate Mental Health Services	\$1,350.00
Rietveld, Toni	Travel, Dues & Subscriptions	\$67.50
RNB State Bank	Rosacker, Lanette	\$29.95
Rocky Mountain Power	Electric Services	\$19,978.33
Rocky's Quik Stop	Fuel	\$3,037.80
Rosales, Angel Alex	Soberlink Refund	\$820.00
Saratoga Sun	Misc. Ads	\$833.75

Schofield, Stephanie M.	Arson Canine Shots	\$165.93
Sheridan County Public Health	Crossbody Totes	\$485.45
Shively Hardware	Misc. Supplies	\$368.88
Sikes, Sammy D.	Install Decals-Tylers Pickup	\$150.00
Snake River Press	Subscription Renewal	\$40.00
Spaulding, Dawnnette	Mileage	\$268.67
Staples Advantage	Misc. Office Supplies	\$183.31
State of Wyoming A & I	File Storage & State Mainframe Access	\$34.20
State of Wyoming DCI	Sex Offender Notification	\$50.00
Stericycle, Inc.	Safe Budget Subscription	\$95.70
Stinker Stores Inc.	Diesel	\$3,918.06
Summit Food Service	Jail Meals	\$13,260.78
Sunrise Sanitation Service, LLC	Trash Services	\$75.00
Swanson Services Corporation	Jail Commissary Supplies	\$1,975.17
T.W. Enterprises, Inc.	Jail Generator Repair	\$713.25
Terminix	Jail Pest Control	\$193.00
Tin Boy Garage	Oil Filter/Air Filter	\$169.96
Trudiligence, LLC	Admin Background Checks	\$11.99
Tyler Technologies, Inc.	Web Hosting/Service Support	\$579.56
UPRSWDD	Trash Services	\$190.00
Warne, Samuel J.	Fuel Reimbursement	\$20.00
Webster, Matthew S.	IT Travel	\$221.10
West End Sinclair	S&R Fuel	\$44.79
Wilson, Karon	Mileage	\$39.27
WLEA-ADVTRNG	Deputy Schooling	\$472.00
Wohl, Judith	Mileage	\$66.00
Wreck-A-Mend	Windshield Install	\$409.91
WY Department of Agriculture	Weights & Measures Device Registration	\$75.00
WY Dept of Health	Mileage & State Vehicle Rental	\$351.68
WY Dept of Transportation	DWX Fuel License Renewal, Plate Transfer & CR 203/Br Over N Platte	\$559.27
WY Machinery Company	250 Service Hour Maint. & Troubleshoot	\$1,737.34
Wy Retirement System	Volunteer Fire Fighter/EMT Pension	\$731.25
WY Cleaning & Solutions LLC	Monthly Janitorial Services-Courthouse	\$6,583.33
Y2 Consultants, LLC	Chokecherry P&Z Land Use Plan Update	\$18,179.75

CONSENT AGENDA

Vice Chairman Moore moved to approve the consent agenda noting any item could be removed for separate action. Deputy Clerk Smith noted the consent agenda includes the April 16, 2024, regular meeting minutes; monthly receipts from Road and Bridge in the amount of \$100.00, Planning and Zoning in the amount of \$1,100.00, County Clerk in the amount of \$19,554.75, and

a bond for Janiel Kay Ebell, Deputy Treasurer for the Carbon County in the amount of \$10,000.00. Commissioner Johnson seconded and the motion passed unanimously.

ELECTED OFFICIALS & DEPARTMENT HEADS

Sheriff

Commissioner Johnson moved to declare the following vehicles as surplus and directed the Sheriff to auction them off at the May 14, 2024 Sheriff's sale: 2017 Ram Patrol Pickup VIN #1C6RR7KT9HS813549, 2018 Ram Patrol Pickup VIN #1C6RR7XT3JS193036, Road and Bridge 1974 Belshe flatbed trailer VIN #S42368W, and a 2007 Ford F-150 fire department pickup VIN #1FTPX14537KD10020. Vice Chairman Moore seconded and the motion passed unanimously.

Vice Chairman Moore moved to approve the Contract for Health Services with Dr. Couch to provide inmate health care at the Carbon County Jail for a term ending June 30, 2025, in the amount of \$6,500.00 per month. Commissioner Irene seconded and the motion passed unanimously.

Road & Bridge

Commissioner Johnson moved to waive the procurement policy as bids were obtained but informally rather than through a sealed process and award the bid to Bartlett Oilfield in the amount of \$82,500.00 to haul gravel to 7 miles of county roads 550, 205 and 207. Vice Chairman Moore seconded and the motion passed unanimously.

Certifications of Recommended Action

Commissioner Irene moved to accept the Certifications of Recommended Action from the Carbon County Planning & Zoning Commission for Z.C. Case #2024-05 and MIN Sub Case #2024-01 Richard and June George and schedule a public hearing for June 4, 2024, at 11:30 a.m. at the Carbon Building – Courthouse Annex in Rawlins, Wyoming. Vice Chairman Moore seconded and the motion passed unanimously.

Clerk

Vice Chairman Moore moved to approve the donation of an unplattd tract of land lying South of U.P. Fourth Addn. located near the corner of W. State St. and Bennett St. on the southside of Rawlins to the City of Rawlins, approve Resolution 2024-08 - A Resolution of the Board of County Commissioners of Carbon County, Wyoming, "Donation of Vacant Land", and to authorize any commissioner to sign closing documents. Commissioner Johnson seconded and the motion passed unanimously.

Commissioner Irene moved to authorize the Chairman's signature on the Annual Compensation Agreement for Extension Administrative Assistant currently held by Laurie Boyd, in the amount of \$12,829.50 through June 2024. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioner Johnson moved to regretfully accept the resignation from Tamilyn Fager for the Carbon County Senior Services Board and direct the County Clerk to advertise the vacant position. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioner Johnson moved to reappoint Joe Glode, Danny Runner, and Judy Welton to the Platte Valley Community Center Joint Powers Board each for 3-year terms ending June 2027. Commissioner Irene seconded and the motion passed unanimously.

Commissioner Irene moved to approve and authorize the Chairman's signature on a Letter of Support for Union Wireless Broadband Funding. Vice Chairman Moore seconded and the motion passed unanimously.

Vice Chairman Moore moved to accept the sole bid received from Zumbrennen for the Fairgrounds grandstand LED upgrade totaling \$7,661.11 and Fairgrounds arena LED upgrade totaling \$37,307.39 to be paid for by the Fair Board with a Recreation Board grant. Commissioner Johnson seconded the motion passed unanimously.

Attorney

Commissioner Johnson moved to approve Resolution 2024-09, A Resolution of the Board of County Commissioners of Carbon County, Wyoming regarding the Sale of Real Property and to authorize the Chairman's signature on the Contract for Sale with Carbon County Fire Protection District for the Interim Justice Center at 812 E. Murray Street; a Lease Agreement Between the Carbon County Fire Protection District and Carbon County Commissioners in the amount of \$10 per year for 6 years past signature and on any closing documents necessary to complete the sale. Commissioner Irene seconded and the motion passed unanimously.

Vice Chairman Moore moved to authorize the Chairman's signature on Resolution 2024-10, Resolution for a Special Prosecutor. Commissioner Johnson seconded and the motion passed unanimously.

EXECUTIVE SESSION

Commissioner Johnson moved to go into executive session at 9:54 a.m. with Deputy Clerk Smith, Ashley Mayfield Davis and Matt Webster to discuss personnel, potential litigation and other matters considered confidential by law. Vice Chairman Moore seconded and the motion passes unanimously.

Vice Chairman Moore moved to come out of executive session at 10:55 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Johnson seconded and the motion passed unanimously.

PUBLIC HEARING – Budget Amendment

Chairman Jones opened a public hearing at 10:56 a.m. to hear about a proposed Budget Amendment to departmental budgets for Fiscal Year 2024 and Deputy Clerk Smith noted the

hearing was advertised in the Saratoga Sun on April 25. Lisa outlined the need for the amendment stating that during last year's budgeting process she estimated the amount to be expended from Fund 134, the LATCF fund at \$9,020,529.39 and there was more interest accrued than she anticipated. When the county paid off financing for the Courthouse improvements the expenditure exceeded the budgeted amount.

Chairman Jones called for comments for or against the amendment. There being none, she closed the hearing at 10:57 a.m.

Vice Chairman Moore moved to adopt Resolution 2024-11 - FY 2024 Budget Amendment Number One for departmental budgets. Commissioner Johnson seconded and the motion passed unanimously.

PUBLIC HEARING - Z.C. Case #2024-03 - Arrow Shield Land and Cattle, LLC

Chairman Jones opened a public hearing at 11:32 a.m. to hear Planning & Zoning Z.C. Case #2024-03 - Arrow Shield Land and Cattle, LLC's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Forestry Production and Seasonal Recreation (FPSR-10.16) on approximately 10.16 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 35 miles south of Rawlins off Carbon County Road #401 (Sage Creek Road) on the west side. Kristy Rowan, Planning & Development Coordinator and Zoning Administrator presented the case file.

Chairman Jones called for comments for or against the case. There being no other comments, Chairman Jones closed the hearing at 11:37 a.m.

Commissioner Johnson moved that based on the recommendation of the Planning & Zoning Commission and staff to authorize the Chairman's signature on Resolution No. 2024-13 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 #2024-03 - Arrow Shield Land and Cattle, LLC's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Forestry Production and Seasonal Recreation (FPSR-10.16) on approximately 10.16 acres and located approximately 35 miles south of Rawlins off Carbon County Road #401 (Sage Creek Road) on the west side. Vice Chairman Moore seconded and the motion passed unanimously.

PUBLIC HEARING - Z.C. Case #2024-04 - Arrow Shield Land and Cattle, LLC

Chairman Jones opened a public hearing at 11:39 a.m. to hear Planning & Zoning Z.C. Case #2024-04 - Arrow Shield Land and Cattle, LLC's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Forestry Production and Seasonal Recreation (FPSR-11.18) on approximately 11.18 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 35 miles south of Rawlins off Carbon County Road #401 (Sage

Creek Road) on the west side. Kristy Rowan, Planning & Development Coordinator and Zoning Administrator presented the case file.

Chairman Jones called for comments for or against the case. There being no other comments, Chairman Jones closed the hearing at 11:40 a.m.

Commissioner Irene moved that based on the recommendation of the Planning & Zoning Commission and staff to authorize the Chairman's signature on Resolution No. 2024-12 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 #2024-04 - Arrow Shield Land and Cattle, LLC's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Forestry Production and Seasonal Recreation (FPSR-11.18) on approximately 11.18 acres and located approximately 35 miles south of Rawlins off Carbon County Road #401 (Sage Creek Road) on the west side. Vice Chairman Moore seconded and the motion passed unanimously.

PUBLIC HEARING - C.U. Case #2024-02 - Excomm, LLC and Tawnya Saier

Chairman Jones opened a public hearing at 11:41 a.m. to hear Planning & Zoning C.U. Case #2024-02 - Excomm, LLC and Tawnya Saier's request for a Conditional Use Permit in the Ranching, Agriculture and Mining (RAM) Zone. The request is to permit an existing telecommunications tower with the overall tower height being 310 feet and related facilities/equipment and is located approximately 3 miles northeast of Saratoga and approximately 1.3 miles east of Carbon County Road #205. Kristy Rowan, Planning & Development Coordinator and Zoning Administrator presented the case file.

Chairman Jones called for comments for or against the case. There being no other comments, Chairman Jones closed the hearing at 11:54 a.m.

Vice Chairman Moore moved that based on the recommendation of the Planning & Zoning Commission and staff to authorize the Chairman's signature on Resolution No. 2024-14 A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission regarding C.U. Case #2024-02 - Excomm, LLC and Tawnya Saier's request for a Conditional Use Permit in the Ranching, Agriculture and Mining (RAM) Zone. The request is to permit an existing telecommunications tower with the overall tower height being 310 feet and related facilities/equipment and is located approximately 3 miles northeast of Saratoga and approximately 1.3 miles east of Carbon County Road #205. Commissioner Irene seconded and the motion passed unanimously.

EXECUTIVE SESSION

Commissioner Johnson moved to go into executive session at 12:37 p.m. with Deputy Clerk Smith, Ashley Mayfield Davis along with Rod Waeckerlin, Mark Kostovny, Gwynn Bartlett via phone, Abbi Forwood virtually to discuss personnel, potential litigation and other matters considered confidential by law. Vice Chairman Moore seconded and the motion passes unanimously.

Vice Chairman Moore moved to come out of executive session at 2:02 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Johnson seconded and the motion passed unanimously.

ADJOURNMENT

Vice Chairman Moore moved to adjourn the meeting at 2:02 p.m. Commissioner Johnson seconded and the motion passed unanimously.

A regular meeting of this Board will be held Tuesday, June 4, 2024, at 9:00 a.m. at the Carbon Building – Courthouse Annex located at 215 W. Buffalo St., 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

Gwynn G. Bartlett, Carbon County Clerk

Approved this 21st day of May 2024
BOARD OF COUNTY COMMISSIONERS
CARBON COUNTY, WYOMING

Sue Jones

Sue Jones, Chairman