

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

**Tuesday, June 18, 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, June 18, 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, John Espy and Garrett Irene.

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

ADDITIONS / CORRECTIONS

Commissioner Johnson moved to approve the agenda as presented. Commissioner Espy seconded and the motion passed unanimously.

VOUCHERS

Commissioner Espy moved to approve May 2024 payroll and benefit expenses of \$1,025,013.40 and insurance claim and premium expenses of \$156,945.98 along with the report of expenditures in the amount of \$592,217.25 for an aggregate total today of \$1,774,176.63. Vice Chairman Moore seconded and the motion passed unanimously.

Vendor	Detail Line Description	Total
Abels, Duane E.	County Health Officer	\$1,633.33
Advanced Network Mgmt., Inc.	Managed Services	\$2,430.00
Amazon Capital Services	Misc. Supplies	\$403.98
American Legion Baseball Post 122	Scholarships	\$750.00
APEX Communications	Radio Maintenance Contract	\$4,000.00
ARDURRA	Dixon Hangar Acquisition 2024	\$11,511.25
Avfuel Corporation	Dixon Airport Aviation Fuel	\$15,282.31
Axis Forensic Toxicology, Inc.	Lab Services	\$606.00
Bagels & Badges	Bagels	\$60.00
Baggs, Town of	Water Services & Office Space Rent	\$400.92
Bank of Montreal - Mastercard	3 Blood Pressure Devices	\$49,932.42
Bartlett Oilfield Service, Inc.	Blade Cr497 & Haul Gravel	\$95,768.59
BI Inc.	Electronic Monitoring Services	\$1,209.00
Blakeman Propane	Propane Services	\$988.84
Blue Knight Security LLC	Jail Extraditions	\$4,325.00
Bomgaars Supply	Drill Bit	\$10.99

Brown & Hiser LLC	Legal Services	\$1,010.00
Buchanan, Karen	Mileage	\$129.80
Carbon County Comet	Hiring Ads	\$40.00
Carbon Power & Light Inc.	Electric Services	\$2,178.80
CareRight Technologies, LLC	Monthly Bed Fee	\$227.92
Casada Funeral Home	Unclaimed Burial	\$3,610.00
Casper Winnelson Co.	Coupling	\$56.76
Charm-Tex, Inc.	Jail Inmate Uniforms	\$631.20
Charter Communications	Jail Wi-Fi	\$1.93
CIDNET	Jail Data	\$1,050.00
Coal Creek Law	Legal Services	\$760.00
Core Legal, LLC	Legal Services	\$1,312.00
Coroner Files	Annual Maintenance Fee	\$250.00
Cowboy Chemical	Misc. Cleaning Supplies	\$767.30
Cowboy Supply House	Hand Soap	\$351.12
Cragun, Megan A.	Mileage	\$129.68
Daily Times	Jail Papers	\$361.92
Dirty Boyz Sanitation, Inc.	Trash Services	\$1,646.00
Dominion Energy	Gas Services	\$204.36
Drummond Refrigeration LLC	Refrigeration Services at Jail	\$280.00
Dynamic Controls Inc	Jail AHU VFD Replacement	\$5,415.00
Elk Mountain, Town of	Water Services	\$1,569.50
Encampment, Town of	Water Services	\$102.00
E-Z Lift Garage Doors	Elk Mtn R&B: Replace Seals on Doors	\$4,789.00
F & S Trucking, Inc.	Water for Mag Prep	\$845.00
Fremont County Coroner's Office	Autopsy Services	\$4,150.00
Galls/Quartermaster	Star Badge/State Seal	\$624.00
Graphic Business Solutions, LLC	Regular Envelopes	\$425.00
Greater Wy Big Bros/Sisters	May 2024 Prevention	\$8,708.47
Greenwood Mapping, Inc.	GIS Services Feb - June 2024	\$1,735.00
Gulbrandson, Kimberly A.	Mileage	\$63.80
Herman, Bobbie	Mileage	\$49.50
High Plains Power	Electric Services	\$462.95
Hughes, Chris	Mileage	\$9.35
Kaisler, Todd	Mileage	\$99.00
Kaluzny, Emily	Personal Phone Usage June 2024	\$30.00
Kilburn Tire Company	Tires & Tire Repair	\$1,418.50
Koenig, Glen L.	Electronic Monitor Refund	\$820.00
KTGA/KBDY	Ads & Site Rent	\$370.00

Laramie Fire Protection	Monitoring Fee	\$480.00
Lawson Products Inc.	Various Bolts	\$334.24
Lomeli, Alexandria	Soberlink	\$102.00
Mass, Terry L.	Deposit Refund	\$820.00
McKesson Medical-Surgical	Jail Meds	\$1,369.40
Medicine Bow, Town of	Water Services	\$218.65
Memorial Hospital of Carbon Co.	Reimb Bldg. Maint. & Blood Draws	\$42,890.00
Merchant McIntyre & Assoc., LLC	June 2024 Monthly Retainer	\$8,000.00
Merseal Law, LLC	Legal Services	\$16,610.00
Mgt Tires LLC	4 Tires/Mount/Balance/Disposal	\$611.96
Moss, Barbara	Mileage	\$140.80
Motorola Solutions	GIS Managed Services	\$44,131.00
MPM Corp / Evergreen Disposal	Water Services	\$130.00
Napa - Saratoga	Misc. Parts & Supplies	\$821.71
NMS Labs	Lab Services	\$159.00
Norco, Inc.	Cylinder Rent	\$2,086.93
Olde Trading Post	Fuel	\$336.47
O'Reilly Auto Parts	Oil/Oil Filter	\$51.78
Perkins Oil Co.	Fuel	\$10,299.72
Plattoga Holdings, LLC	Saratoga Gravel Project	\$12,751.01
Quarles Petroleum	Fuel	\$1,722.99
R.P. Lumber Company, Inc.	Freight/Shipping Charge	\$13.78
Rawlins Automotive	Misc. Auto Parts & Supplies	\$1,531.50
Rawlins Hardware - 5410	Misc. Parts & Supplies	\$1,977.97
Rawlins Hardware - 5465	Misc. Parts & Supplies	\$43.95
Rawlins, City of	Water Services	\$3,030.44
RHS Senior Class of 2024	Post Graduation Party	\$500.00
Rice-Prior, Denise	Inmate Mental Health Services	\$700.00
RNB State Bank	Blades Lease Pymt. & Gift Cert. for EEs	\$117,820.72
Rock Solid SST	Ammo For Training	\$2,188.00
Rocky Mountain Power	Electric Services	\$9,673.79
Rocky's Quik Stop	Fuel	\$2,818.45
Rodabaugh, Sherry	Circuit Court Bailiff	\$75.00
Saratoga Sun	Misc. Ads And Subscriptions	\$2,354.50
Saratoga, Town of	Water Services	\$365.50
Shakirov, Maksim	Electronic Monitor Refund	\$25.50
Shively Hardware	3 Tires/Disposal	\$1,457.25
Skordas, Kari	Half Day Training Course	\$850.00
Smith Psychological Services	Employee Evaluation	\$400.00

Snake River Press	Candidate Filing Ad/Absentee Ballot Ad	\$322.00
Stage Stop General Store	Paper Towels	\$29.65
Staples Advantage	Misc. Office Supplies	\$627.70
Stinker Stores Inc.	Fuel	\$19,180.63
Strode Forensics, PLLC	Autopsy	\$1,110.00
Stryker Sales Corporation	Defibrillation Electrodes/AED Batteries	\$3,008.10
Stryker Sales Corporation	Defib Electrode Kits	\$1,275.00
Summit Food Service	Jail Meals	\$9,039.65
Swanson Services Corporation	Jail Commissary	\$1,327.94
Swanson, Rachel A.	Mileage	\$89.10
Terminix	Pest Control	\$193.00
Transunion Risk & Alt. Data	Trulookup Services	\$175.00
Trudiligence, LLC	Ee Background Check	\$63.98
Uniquely Me Counseling LLC	Individual/Group Therapy	\$800.00
US Bank	Misc. Charges	\$1,228.11
Valley Fire Extinguisher	Co. Bldg. Semi Annual Hood Inspection	\$2,522.40
Valley Oil Company	Fuel	\$463.56
Voiance Language Services LLC	Interpretation Services	\$172.50
Wex Bank	Fuel	\$829.76
Wohl, Judith	Mileage	\$23.10
WY Behavioral Institute	Medical Services	\$3,770.00
WY County Assessor's Assoc.	Association Fees	\$200.00
WY County Commissioner's Assoc.	MOU GRSG Plan Mar 24 - May 24	\$276.60
WY Dept Of Health	State Vehicle Rental	\$247.04
WY Dept Of Transportation	CR 203/Bridge Over Platte	\$960.93
WY Machinery Company	Radiator Flush	\$7,442.39
WY Public Health Laboratory	Test Kits	\$449.00
WY Rents, LLC	Coolant	\$105.24
WY Retirement System	Volunteer Fire Fighter Pension	\$1,462.50
Wyoming Health Fairs	Employee Blood Draws	\$121.00
Y2 Consultants, LLC	P&Z Land Use Plan Update	\$8,809.87

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 4, 2024, regular meeting minutes; monthly receipts from the Clerk of District Court in the amount of \$4,233.00, and Carbon County Clerk in the amount of \$35,194.25. Vice Chairman Moore seconded and the motion passed unanimously.

South Central Wyoming Emergency Medical Services

Irene Archibald presented the final budget for the South-Central WY Emergency Medical Service noting \$289,921.50 and \$225,000 of that is for a new ambulance they intend to take possession of in January 2025. They are participating in a Medicare study in hopes to increase their Medicare reimbursements. They received an ARPA grant for 50% of an ambulance facility in Hanna. They also have a new board member, Helen Weiland.

ELECTED OFFICIALS & DEPARTMENT HEADS

IT

Matt Webster, Carbon County IT Director reported the county's website has undergone a redesign and while content will be the same it will look slightly different in approximately a week.

Clerk

Gwynn Bartlett, Carbon County Clerk presented a board application that she received from Sean W. Corson for the Valley Community Center Joint Powers Board and an email from Treasurer Lindsey West stating that her term expires on June 30, 2024, as a member of the Carbon County Specific Purpose Tax Joint Powers Board.

Commissioner Johnson moved to appoint Sean W. Corson to the Valley Community Center Joint Powers Board for an unexpired 3-year term ending July 2025 and reappoint Treasurer Lindsey West to the Carbon County Specific Purpose Tax Joint Powers Board for a 3-year term ending June 2027. Vice Chairman Moore seconded and the motion passed unanimously.

Attorney

Ashley Davis, Carbon County Civil Attorney requested that the Chairman's signature be ratified on the letter that was due prior to this meeting for Greater Sage Grouse Conservation EIS.

Commissioner Espy moved to ratify the Chairmans signature on the letter to Bureau of Land Management regarding the Greater Sage Grouse Conservation Environmental Impact Statement. Vice Chairman Moore seconded and the motion passed unanimously.

Attorney Davis presented a lease agreement for a hangar at the Dixon Airport for board approval and Chairman's signature.

Commissioner Irene moved to approve and authorize the Chairman's signature on the lease agreement with Christopher Kitchen for a term of 30 years in the amount of \$836.00 per year for 4 years and increasing beginning the fifth year multiplied by the change in Consumer Price Index, for a hangar located in Row 2, Hangar lot 2 in the SE1/4 of the SE1/4, Section 3, T12N, R90W in Carbon County at the Dixon Airport. Vice Chairman Moore seconded and the motion passed unanimously.

Attorney Davis presented purchase agreements for the Dixon Airport Hangar Acquisition with Bo Stocks and Three Forks Ranch for board approval and Chairman's signature. The Federal Aviation Administration will pay for the acquisition of the three hangars. Two from Stocks and one from Three Forks. Chairman Jones reported the grant will be secured.

Commissioner Irene moved to approve and authorize any commissioner's signature on the Purchase Agreements for two Dixon Airport hangars owned by Bo Stocks (one hangar from Bo Stocks in the amount of \$62,500.00) and (one hangar from Savery Creek Enterprises, Bo Stocks President/Director in the amount of \$84,000.00), and the Purchase Agreement for Three Forks Ranch Dixon hangar in the amount of \$222,000.00. Commissioner Johnson seconded and the motion passed unanimously.

Commissioners

Attorney Davis explained the various agreements in relation to transferring assets to the Carbon County Fire Protection District including buildings, vehicles and other assets along with employees and volunteers. The goal for transfer is July 1, 2024. Irene Archibald was present and noted that SCWEMS leases a portion of the Hanna building and asked that the lease continue under the district.

Vice Chairman Moore moved to authorize the any commissioner's signature on the following documents for transfer of assets and property to the Carbon County Fire District, no later than July 1, 2024: Bill of sale for personal property (vehicles and equipment); Purchase agreement - real property; MOU for dispatch services; MOU for transfer of Assets, Employees, Volunteers, and Services; Lease for Impound lot at Rawlins Fire Building; Lease for McFadden Fire Station; Deeds for properties (through title company): Ryan Park Firehouse Main Building, Unknown Address, Ryan Park, Wyoming; County Fire Station Main Building, 913 Airport Avenue also known as 2704 E. Murray Street, Rawlins, Wyoming; Muddy Gap Fire Station, Unknown Address, Highway 287, Muddy Gap, Wyoming; County Fire Station Equipment Building, 2712 E. Murray Street, Rawlins, Wyoming; and Hanna Fire Department, 111 Second Street, Hanna, Wyoming, located in Carbon County, Wyoming; and any closing documents necessary to complete transfer pending the Carbon County Fire District's approval of the same documents at their meeting Thursday, June 20, 2024. Commissioner Irene seconded and Commissioner Johnson thanked all involved in the transfer. The motion passed unanimously.

CITIZEN/COMMISSIONERS DISCUSSION

Commissioner Johnson reported he and Commissioner Jones attended a meeting regarding water rights on the North Platte with HF Sinclair Refinery utilizing water rights and they agreed that the matter is at the state level and not a county commissioner matter.

Commissioner Espy is still working on the Old Growth Forest matter and he and Jeremiah Reiman presented on the legislative committee on natural resources on this topic and brought the committee up to date on good neighbor authority noting that is more than simply harvesting timber.

Vice Chairman Moore reported he attended a meeting in Cheyenne regarding the Pathways to

National Heritage area to various senators and representatives. They are looking for a letter of support for a grant application.

Chairman Jones reported the Dixon Airport users are going to work with the airport engineers to develop a plan for taxiways to the airport and a plan for funding.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 9:41 a.m. with Clerk Bartlett and Ashley Mayfield Davis to discuss personnel, potential litigation and other matters considered confidential by law. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioner Espy moved to come out of executive session at 10:40 p.m. noting no action was taken and that the minutes be signed and sealed. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioners

Commissioner Espy moved to approve an offer of employment effective June 28, 2024. Commissioner Johnson seconded and the motion passed unanimously.

BUDGET AMENDMENT

Chairman Jones opened a public hearing at 10:50 a.m. to hear about a proposed Budget Amendment to departmental budgets for Fiscal Year 2024 and Clerk Bartlett noted the hearing was advertised in the Saratoga Sun on June 13. Gwynn outlined the amendments as follows: Department 471, Building Utilities by \$9,321.46; Department 472, Building Maintenance by \$9,651.78; Department 473, Dixon Airport by \$7,702.88; Department 480, Coroner by \$5,750.00; and Department 550, Election by \$22,086.70 and she explained the reasons for each. All of these would reduce cash reserves by \$54,512.82. The Sheriff's Donation fund #129 exceeded its allowable expenses by \$16,211.54 due to a large and unexpected donation. Chairman Jones called for comments for or against the amendment. There being none, she closed the hearing at 10:28 a.m.

Vice Chairman Moore moved to adopt Resolution 2024-16 - FY 2024 Budget Amendment Number Two for departmental budgets. Commissioner Johnson seconded and the motion passed unanimously.

RESOLUTION 2024 - 16 FY 2024 BUDGET AMENDMENT NUMBER TWO

WHEREAS Carbon County adopted the Fiscal Year 2024 Budget in accordance with the Wyoming Uniform Municipal Fiscal Procedures Act; and

WHEREAS the Board of Carbon County Commissioners wishes to amend the adopted budget in accordance with the same Act.

NOW, THEREFORE, BE IT RESOLVED that the following budget amendments are made.

Fund/Entity	Approved Budget	Amendment Amount	Amended Budget
Department 471			
Building Utilities	\$549,350.00	\$9,321.46	\$ 558,671.46
Department 472			
Buildings Maintenance	\$567,747.00	\$9,651.78	\$ 577,398.78
Department 473			
Dixon Airport	\$ 79,580.00	\$ 7,702.88	\$ 84,282.88
Department 480			
Coroner	\$ 182,015.00	\$ 5,750.00	\$ 187,765.00
Department 550			
Elections	\$32,495.50	\$ 22,086.70	\$ 54,582.20
Department 595			
Reserves	\$1,458,040.94	(\$ 54,512.82)	\$1,406,528.12
Fund 129 –	\$2,603.23	\$16,211.54*	\$ 18,814.77
Sheriff Donations			

**Revenue to cover amendments in special revenue funds are covered by revenue deposited into that fund, interest earned on that fund or money transferred into that fund*

PASSED, APPROVED AND ADOPTED this 18th day of June 2024.

CARBON COUNTY, WYOMING

-s- Sue Jones, Chairman

ATTESTED:

-s- Gwynn G. Bartlett, Carbon County Clerk

CARBON COUNTY FIRE PROTECTION DISTRICT

Homer Beach, Carbon County Fire Protection District Chairman provided an update including that the board is working with municipal departments on coverage in and out of those municipalities. He thanked various county departments for assistance and noted they have a meeting this Thursday, June 20 where he hopes to formally approve the budget and asset transfers.

MEMORIAL HOSPITAL OF CARBON COUNTY (MHCC)

Jerry Steele and Garry Goergen of the MHCC Board of Trustees along with Stephanie Hinkle introduced the new interim Chief Executive Officer, Gerald Parton. The group is searching for a new Chief Financial Officer as well. Ms. Hinkle reported they received four responses to their request for proposals for management and will continue working through that process.

Garry formally requested that the establishment of a hospital district be placed on the ballot for the November 2024 election and went over the precinct map that would distinguish the district boundaries.

Commissioner Espy moved to authorize publication in the Saratoga Sun that the Board will consider a resolution at its August 6 meeting regarding an election to form a proposed hospital district. Vice Chairman Moore seconded and Clerk Bartlett discussed the proposed boundaries the hospital Trustees have approved noting at a 3 mill levy calculated in 2024's value would be approximately \$1.5 million noting that would change as the county's value changed. There was discussion about the existing board and how they would work with a newly elected board of district directors, if approved and ultimately, they will seek their own legal advice on that matter. Commissioner Johnson stated his vote will reflect the voter's right to decide on the matter. The motion passed unanimously.

Citizen Discussion

Austin Gilbert with Old Glory Engineering introduced himself and noted he started this new firm and is available to assist the county how needed.

Commissioners

Vice Chairman Moore moved to authorize the closure of county offices July 5, 2024, and asked the Clerk to advertise. Commissioner Espy seconded and the motion passed unanimously.

BUDGET WORKSHOP

The BOCC balanced the FY2025 budget.

ADJOURNMENT

Commissioner Johnson moved to adjourn the meeting at 3:50 p.m. Vice Chairman Moore and the motion passed unanimously.

A regular meeting of this Board will be held Monday, July 15, 2024, at 9:00 a.m. at the Carbon Building – Courthouse Annex located at 215 W. Buffalo St., Rawlins, WY. A budget hearing will be held for the Specific Purpose Tax Joint Powers Board on Monday, July 15, 2024, at 9:00 a.m. following the regularly scheduled Commissioner meeting, at the Carbon County Courthouse, 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.