

**OFFICIAL 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.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
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 Extractions	\$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
Merceal 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.

## ELECTED OFFICIALS & DEPARTMENT HEADS

**Clerk**

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**

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.

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.

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**

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.

**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.

### **MEMORIAL HOSPITAL OF CARBON COUNTY (MHCC)**

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.

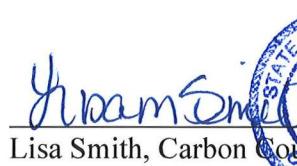
### **Commissioners**

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.

**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](http://www.carbonwy.com) or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.

  
  
Lisa Smith, Carbon County Chief Deputy Clerk

Approved this 2<sup>nd</sup> day of July 2024  
BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

  
Sue Jones, Chairman