

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, July 2, 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, July 2, 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 amended. Commissioner Espy seconded and the motion passed unanimously.

**VOUCHERS**

Commissioner Irene moved to approve the report of expenditures in the amount of \$78,849.49 for an aggregate total today of \$78,849.49. Vice Chairman Moore seconded and the motion passed unanimously.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
Amazon Capital Services	Fan Motor & Banding Buckles	\$285.85
Black Hills Energy	Gas Services	\$7,212.01
Blakeman Propane	Propane Services	\$588.00
Bomgaars Supply	Topsoil & Bolts	\$30.28
Buchanan, Karen	Mileage	\$150.70
Casper Star-Tribune	Dixon Airport Bid Ads	\$769.35
Charm-Tex, Inc.	Inmate Clothing	\$493.20
Couch II, Wayne M.D.	Physician Service Fees May 2024	\$6,500.00
Cowboy Chemical	Jail Cleaning Supplies	\$443.45
Cragun, Megan A.	Mileage	\$264.98
Crater Enterprises, Inc.	Drain Cleaner/Grease Trap Pumping	\$1,235.00
Dixon, Town of	Water Services	\$308.00
Dynamic Controls Inc.	Jail Repairs 2024	\$18,996.48
Election Sys. & Software, LLC	Ballot Stock	\$94.05
Erickson & Roberts	Legal Services	\$1,743.29
E-Z Lift Garage Doors	Door Opener-Coroner Building	\$160.00
First American Title Ins. Co.	Fire District Closing Fees	\$1,000.00
Further	HRA/FSA Fees	\$2,356.15

Galls/Quartermaster	Sheriff Uniforms & Supplies	\$443.00
Hagan, Walter	Bailiff for Jury Trial	\$75.00
Hays, Patricia	Mileage	\$63.80
Higgins Auto and Repair	Replace Radiator	\$459.08
High Plains Power	Electric Services	\$905.70
Jack's Body & Fender Repair	Service Call	\$272.00
Kilburn Tire Company	4 Tires	\$1,186.08
Miller, Ken	Mileage	\$64.02
Moss, Barbara	Mileage	\$134.20
Mountain Alarm	Alarm Monitoring-Crisis Center	\$115.80
Nation, Leslie H.	Mileage	\$58.30
Norco, Inc.	Janitorial Supplies	\$2,063.67
Personnel Evaluation, Inc.	Pre-Employment Evals	\$50.00
Pronghorn Pump Services LLC	Replace Pipe at Fairgrounds Well	\$8,497.56
R.P Lumber Company, Inc.	Misc. Parts & Supplies	\$320.20
Radar Shop, The	Radar Units Recertified	\$1,001.00
Rawlins Automotive	Misc. Auto Parts & Supplies	\$540.38
Rawlins Hardware - 5410	Misc. Parts & Supplies	\$1,171.15
Rawlins Pack and Ship LLC	FedEx Shipping	\$20.01
Staples Advantage	Folders	\$397.95
State of Wyoming DCI	Sex Offender Fees	\$120.00
Stericycle, Inc.	Safe Budget Subscription	\$47.74
Summit Food Service	Jail Meals	\$8,806.65
Swanson Services Corporation	Jail Commissary	\$853.14
The Masters Touch, LLC	DMV Mailing Services	\$636.48
Tracked Outdoors LLC.	Full Vehicle Service	\$2,670.68
UPRSWDD	Trash Services	\$190.00
Wilson, Karon	Mileage	\$68.20
Wy Rents, LLC	Cat Coolant	\$17.54
Zumbrennen Electric Inc.	Install RV Pedestals-Fairgrounds	\$4,969.37

### **CONSENT AGENDA**

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. Chief Deputy Clerk Lisa Smith noted the consent agenda includes the June 18, 2024, regular meeting minutes; monthly receipts from the Planning and Development Department in the amount of \$3,375.53. Vice Chairman Moore seconded and the motion passed unanimously.

### **ELECTED OFFICIALS & DEPARTMENT HEADS**

#### **Public Health Nurse**

Commissioner Espy moved to approve the Chairman's signature on the letter to the Wyoming Department of Health requesting funding in the amount of \$10,421.26 for the prevention and treatment of problematic gambling behavior in accordance with W.S. §9-24-104. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioner Espy moved to approve the Chairman's signature on the Grant Agreement between Wyoming Department of Health, Public Health Division and Carbon County for activities designed to prevent the use, misuse, or abuse of tobacco, alcohol, or controlled substances, and activities designed to prevent suicide through the Community Prevention Grant Program in an amount not to exceed \$266,994.00 and for a term of July 1, 2024, through June 30, 2026. Vice Chairman Moore seconded and the motion passed unanimously.

### **Road and Bridge**

Vice Chairman Moore moved to authorize the chairman's signature on the Centerline Final Acceptance Certificate in the amount of \$100,000.00. Commissioner Johnson seconded and the motion passed unanimously.

Commissioner Irene moved to approve and authorize the chairman's signature on the Agreement for Services with DustBusters Enterprises, Inc to supply, haul, and apply water and magnesium chloride to approximately 43 miles of road in Carbon County, Wyoming, in the amount not to exceed \$266,600.00. Commissioner Johnson seconded and the motion passed unanimously.

### **Sheriff**

Commissioner Espy moved to approve the purchase of 20 Opti fit CBRN gas masks from ProForce waiving the procurement policy due to universality of the masks and in the amount of \$17,900.00 using drug seizure funds and waiting to order until the budget is approved on July 15. Vice Chairman Moore seconded and the motion passed unanimously.

### **Buildings & Grounds**

Commissioner Espy moved to award the bid Advanced Heating in the amount of \$4,483.00 for HVAC repairs in the Communication room at the Carbon County Jail. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioner Espy moved to authorize the chairman's signature on a Contract for Services with Dynamic Controls in the amount of \$26,353.00 for compressor repair and replacement for the housing units at the Carbon County Jail. Vice Chairman Moore seconded and the motion passed unanimously.

### **Planning & Development**

Commissioner Irene moved to accept the Certification of Recommended Action from the Carbon County Planning & Zoning Commission for Z.C. Case #2024-08 – Steven and Courtney Priest and schedule a public hearing for August 6, 2024, at 11:30 a.m. at the Carbon Building – Courthouse

Annex in Rawlins, Wyoming. Commissioner Johnson seconded and the motion passed unanimously.

**Clerk**

Commissioner Espy moved to appoint Edith Cook to the Carbon County Senior Services Board for an unexpired 3-year term ending March 2026. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioner Johnson moved to ratify the Chairman's signature on a letter to the Wyoming Department of Transportation dated June 25, 2024, confirming the County's 20% match in the amount of \$65,000.00 for the grant on the extension of the parking lot project at the Rawlins Senior Center. Vice Chairman Moore seconded and the motion passed unanimously.

**Attorney**

Commissioner Espy moved to approve the Chairman's signature on the Notice to the Town of Baggs terminating the Contract Agreement between Carbon County and Town of Baggs for structure fire and other related emergencies and approve the Chairman's signature on the Bill of Sale for a 2005 Kenworth T300 FC-407 Firetruck (VIN#2NKMH28XX5ML14466) to the Town of Baggs. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioner Johnson moved to terminate and move all fire volunteers effective July 1, 2024, per the list provided by the county clerk dated July 1, 2024, to the Carbon County Fire Protection District. Commissioner Espy seconded and the motion passed unanimously.

Commissioner Espy moved to direct the County Clerk to publish the statement of revenue and expenses for FY24 required by Wyoming Statute 18-3-515. Vice Chairman Moore seconded and the motion passed unanimously.

**EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 10:15 a.m. with Deputy Clerk Smith, Ashley Mayfield Davis, and Kristy Rowan 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 10:55 p.m. noting no action was taken and that the minutes be signed and sealed. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioner Johnson moved to authorize Attorney Davis to draft a letter on their behalf. Vice Chairman Moore seconded and the motion passed unanimously.

**PUBLIC HEARING - Z.C. Case File #2024-06 – Jerry Lynch**

Chairman Jones opened a public hearing at 11:30 a.m. to hear Planning & Zoning Z.C. Case 2024-06 – Jerry Lynch’s request for a Zone Change from Rural Residential Agriculture (RRA-20.49) to Rural Residential Agriculture (RRA-18.65) for Parcel “B2”. 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 10 miles east and south of Riverside; approximately 2 miles south of HWY 230; across from Carbon County Road #219. 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 11:36 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. 2024-17 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 2024-06 – Jerry Lynch’s request for a Zone Change from Rural Residential Agriculture (RRA-20.49) to Rural Residential Agriculture (RRA-18.65) for Parcel “B2” and located approximately 10 miles east and south of Riverside; approximately 2 miles south of HWY 230; across from Carbon County Road #219. Vice Chairman Moore seconded and the motion passed unanimously.

#### **PUBLIC HEARING - Z.C. Case File #2024-07 – Gregory and Michele Cross**

Chairman Jones opened a public hearing at 11:38 a.m. to hear Planning & Zoning Z.C. Case 2024-07 – Gregory and Michele Cross’s request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Forestry Production and Seasonal Recreation (FPSR-40) on approximately 40 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 1.5 miles west of Carbon County Road #291 (Hanna-Leo/Kortes Road) near Pathfinder Reservoir. Kristy Rowan, Planning & Development Coordinator and Zoning Administrator presented the case file.

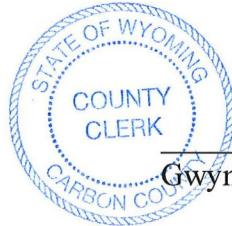
Chairman Jones called for comments for or against the case. There being no other comments, Chairman Jones closed the hearing at 11:42 a.m.

Commissioner Johnson moved that based on the recommendation of the Planning & Zoning Commission and staff to authorize the Chairman’s signature on Resolution No. 2024-18 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 2024-07 – Gregory and Michele Cross’s request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Forestry Production and Seasonal Recreation (FPSR-40) on approximately 40 acres and located approximately 1.5 miles west of Carbon County Road #291 (Hanna-Leo/Kortes Road) near Pathfinder Reservoir. Commissioner Espy seconded and the motion passed unanimously.

#### **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 2:36 p.m. Vice Chairman Moore and the motion passed unanimously.

A regular meeting of this Board will be held Tuesday, August 6, 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](http://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 15<sup>th</sup> day of July 2024  
BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

*Sue Jones*  
Sue Jones, Chairman