

**OFFICIAL MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING**
Monday, July 15, 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 Monday, July 15, 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 to attend a Western Interstate Region meeting on behalf of the county in Florida.

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

ADDITIONS / CORRECTIONS

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

CONSENT AGENDA

Vice Chairman Moore moved to approve the consent agenda noting any item could be removed for separate action. Clerk Bartlett noted the consent agenda includes the July 2, 2024, regular meeting minutes; monthly receipts from the Clerk of District Court in the amount of \$3,544.77; Carbon County Clerk in the amount of \$19,512.50; and bonds for Jana C. Cook, the Clerk/Treasurer for the Town of Riverside in the amount of \$50,000.00 and Courtney Priest, Treasurer for Carbon County School District #2 Recreation Board in the amount of \$10,000.00. Commissioner Irene seconded and the motion passed unanimously.

Public Hearing – Adoption of Fiscal Year 2024 - 2025 Budget

Chairman Jones opened a public hearing at 9:02 a.m. to consider adoption of the fiscal year 2024-2025 budget. County Clerk, Gwynn Bartlett reported this hearing and a summary of the proposed budget was advertised in the county's official publication June 27, 2024.

Chairman Jones called for public comment and there being none, she closed the hearing at 9:15 a.m.

Commissioner Johnson moved to adopt Resolution 2024 - 19 A Resolution to Provide Income Necessary to Finance the Budget and Appropriating Funds Through a 12.000 Mill Levy. Vice Chairman Moore seconded, and the motion passed unanimously.

Public Hearing – Carbon County Specific Purpose Tax Joint Powers Board

Chairman Jones opened a public hearing at 9:17 a.m. to consider adoption of the fiscal year 2024-2025 budget and to hear the Carbon County Specific Purpose Tax Joint Powers Board FY25. Board Treasurer, Lindsey West explained where their operation funds come from and the responsibilities of the board, she then reviewed the budget in detail. Average specific purpose tax monthly collections are \$557,001.64, above the estimated collections however as tax collections fluctuate it is hard to anticipate a potential payoff date.

Chairman Jones called for public comment, there being none she closed the hearing at 9:20 a.m.

Commissioner Irene moved to approve and to authorize the Chairman's signature on the final budget summary and Contract for Services Agreements for the period July 1, 2024 through June 30, 2025 between the Board of Carbon County Commissioners and the following: Old Pen Joint Powers Board in an amount not to exceed \$32,550.00; Carbon County Museum Board \$227,940; Carbon County Library Board for \$350,964.00; Carbon County Fair Board for \$32,700.00; Carbon County Senior Services for specific services for \$218,550.00; South Central Wyoming Emergency Medical Services for \$45,730.00; Carbon County Economic Development Corporation for specific services for \$13,950.00; and Rawlins Carbon County Airport Board for \$18,600.00. 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 Commissioner Jones who abstained due to personal conflicts.

Vice Chairman Moore moved to approve June 2024 payroll and benefit expenses of \$1,097,765.44, insurance claim and premium expenses of \$277,191.33, the report of expenditures in the amount of \$801,616.09 for an aggregate total today of \$2,176,647.86. Commissioner Johnson seconded and the motion passed unanimously.

Vendor	Detail Line Description	Total
Advanced Network Mgmt., Inc.	Managed Services Contract	\$29,819.34
Affordable Tree Care, LLC	Fairgrounds Tree Maintenance	\$7,300.00
Amazon Capital Services	Brass Valve Tags	\$26.56
Apex Communications	Radio Maintenance	\$4,194.39
AT&T Mobility	CCSO MDT Service	\$1,422.95
Baggs, Town Of	Water Services	\$901.22
Blakeman Propane	Propane Services	\$614.88
Bomgaars Supply	Misc. parts	\$62.48
Bridger Fabrication	Plates For Bridge	\$1,249.25
Brown & Hiser LLC	Legal Services	\$980.00
C & B Sand & Gravel	Gravel	\$194.60
Capital Business Systems Inc.	It Copiers	\$2,971.71
Carbon County Comet	Outreach Ad	\$140.00
Carbon County Fair Board	Q2 2024 Rentals	\$1,754.00

Carbon County Public Health	Pre-Employment Vaccines	\$172.00
Carbon Power & Light Inc	Electric Services	\$1,798.81
CareRight Technologies, LLC	Monthly Bed Fee	\$162.80
Casper Winnelson Co	Repair Kit	\$469.24
CIDNET	Jail Data	\$750.00
Coal Creek Law	Legal Services	\$1,680.00
Core Legal, LLC	Legal Services	\$1,866.00
Couch II, Wayne M.D.	Jail Health	\$6,500.00
Cowboy Chemical	Power Wash/Dish Detergent/Sanitizer	\$501.05
DBT Transp. Services LLC	Quarterly Service Nadin	\$1,735.75
Deakin, Jeremy	Monitor Refund	\$934.50
Dominion Energy	Gas Services	\$70.32
Drummond Refrigeration LLC	Refrigeration Services At County Bldgs.	\$1,483.50
Dustbusters, Inc.	Mag Chloride & Retainage	\$478,574.60
Election Sys. & Software, LLC	Power Cord/Power Supply	\$238.03
Elk Mountain, Town of	R&B Water Services	\$67.50
Encampment, Town of	R&B Water Services	\$102.00
Engineering Associates	Med Bow Bridge Replacements	\$3,977.32
Engstrom, James D. DDS	Jail Dental Services	\$5,000.00
E-Z Lift Garage Doors	Adjust Wash Bay Track	\$220.00
Fatbeam LLC	Fiber & Internet	\$5,170.00
Geotech	Culverts	\$14,785.10
Grainger	Fuses & Nestable Pallet	\$618.10
Greenwood Mapping, Inc	Map server Update	\$160.00
Guardian Alliance Technologies	Pre-Employment Screening	\$1,815.00
H.B. Lee Construction	Hydraulic Hose/Fittings	\$153.66
Hanna, Town of	Water Services	\$256.46
Hedges Operating, LLC	Weed Control	\$600.00
Herman, Bobbie	Mileage	\$49.50
Iacovetto, Karon	Monthly Janitorial Services	\$8,230.00
InTab, Inc	Elections Supplies	\$223.96
Ispyfire, Inc.	Law Subscription	\$1,300.00
Jeffrey Center Board	Q2 2024 Rentals	\$1,000.00
K2 Towers III, LLC	Radio Tech Rent/Lease	\$2,318.54
Kaisler, Todd	Mileage	\$99.00
Kilburn Tire Company	Tire Tubes	\$167.86
KTGA/KBDY	Radio Tech Rent/Lease	\$150.00
Lifetime Benefit Solutions, Inc	Cobra Fee	\$35.00
Matthew Bender & Co, Inc.	Wy Court Rules	\$344.61
McKesson Medical-Surgical	Jail Health	\$18.17
Medicine Bow, Town of	Water Services	\$218.65

Merchant McIntyre & Assoc. LLC	Service Revenue Monthly Retainer	\$8,000.00
Merseal Law, LLC	Legal Services	\$6,732.82
Mgt Tires LLC	Tire Repair	\$24.94
Motorola Solutions	Radio Console Annual Support	\$20,559.00
Mountain States Lithographing	Ballots/Test Ballots/Freight & Shipping	\$10,833.42
MPM Corp / Evergreen Disposal	Trash Services	\$130.00
Napa - Saratoga	Misc. Parts and Supplies	\$541.88
NMS Labs	Lab Fees	\$927.00
Norco, Inc.	Cylinder Rent	\$878.10
Offender Watch	Sex Offender Notification	\$39.44
O'Reilly Auto Parts	Misc. Auto Parts	\$42.76
Perkins Oil Co	Fuel	\$8,868.87
Perue Printing	Misc. Office Supplies	\$515.00
Rawlins Automotive	Misc. Parts and Supplies	\$822.70
Rawlins Hardware - 5410	Misc. Parts and Supplies	\$635.34
Rawlins Pack and Ship LLC	FedEx Shipping Label	\$20.07
Rawlins, City of	R&B Water Services & Landfill Fees	\$4,761.78
Ready, Justin	Mileage	\$88.00
Rice - Prior, Denise	Inmate Mental Health Services	\$1,300.00
Rietveld, Toni	Grants Covid #6 Vaccine Support	\$22.94
Rocky Mountain Power	Electric Services	\$30,088.43
Rocky's Quik Stop	Fuel	\$2,602.72
Sacramento Superior Court	Records Request	\$86.50
Sam, Tonia Mae	Soberlink Refund	\$631.50
Saratoga Sun	Misc. Ads	\$1,822.50
Saratoga, Town of	Water Services	\$48.50
Shively Hardware	ATV Ramps & Tire Placement	\$831.95
SI Industrial	Centerline Stripe-Seminole Rd	\$39,348.40
Slow & Steady Law Office, PLLC	Legal Services	\$10,530.00
Spaulding, Dawnnette	Mileage	\$831.93
Stage Stop General Store	Toilet Paper/Bug Spray	\$37.92
Staples Advantage	Misc. Office Supplies	\$44.37
State of Wyoming A & I	Mainframe Access	\$19.00
State of Wyoming DCI	Sex Offender Fees	\$25.00
Stinker Stores Inc	Fuel	\$2,671.53
Summit Food Service	Jail Meals	\$4,429.59
Summit Hospitalist Group, LLC	Emergency Funds	\$230.90
Sunrise Sanitation Service, LLC.	Trash Services	\$75.00
Super Vacuum Mfg. Co. Inc	Reflective Decals Sheriff Vehicles	\$1,071.30
Swanson Services Corporation	Jail Commissary Supplies	\$988.03
Team Lab	Cold Patch-South Rd 401	\$8,802.00

Terminix	Jail Pest Control	\$193.00
Tin Boy Garage	Oil & Tire Repair	\$55.98
Tractor Supply Credit Plan	Diesel Fuel Tank	\$449.99
Transunion Risk & Alt. Data	Trulookup Program	\$175.00
Tyler Technologies, Inc	Software Support	\$882.00
United States Treasury	2024 PCORI Fees	\$615.00
University of Utah Dept of Ped.	Case Review/Phone Conference	\$1,375.00
US Bank	Misc. Charges	\$865.62
Valley Oil Company	Fuel	\$826.19
Voiance Language Services LLC	Interpretation Services	\$65.25
W.A.R.M. Property Ins. Pool	Level 4 Cyber Coverage	\$9,109.79
West End Sinclair	Fuel	\$27.18
Wex Bank	Fuel	\$914.07
WY Behavioral Institute	Emergency Detentions	\$3,016.00
WY Dept of Transportation	Brush Creek Bridge	\$349.10
WY Machinery Company	Water Truck Rental, Maint. & Parts	\$7,486.51
WY Rents, LLC	Cat Coolant	\$17.54
WY Secretary Of State	Notary Renewal	\$60.00
WY Cleaning & Solutions LLC	Monthly Janitorial Services-Courthouse	\$6,583.33
Zoco Unlimited Inc.	Water For Mag-Baggs Area	\$2,015.00

ELECTED OFFICIALS & DEPARTMENT HEADS

Sheriff

Commissioner Irene moved to approve and authorize the Chairman's signature on the Memorandum of Understanding for Law Enforcement Services between the Town of Medicine Bow, Carbon County Sheriff and the Carbon County Board of County Commissioners for 30 hours per month of law enforcement services for a period of one year. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioner Johnson moved to waive procurement and authorize the Chairman's signature on the Bill of Sale for Personal Property and Agreement for Purchase of Personal Property between the Town of Medicine Bow and Carbon County Sheriff for the purchase of three (3) upfitted patrol vehicles as follows: 2022 Dodge Durango PPV (22,540 miles), 2020 Ram 1500 SSV (45,934 miles) and 2020 Chevrolet Tahoe SSV-57 (422 miles) and three (3) fully equipped patrol rifles in the amount of \$55,000. Commissioner Irene seconded and the motion passed unanimously.

Buildings & Grounds

Commissioner Irene moved to approve and authorize the Chairman's signature on the Contract for Services with 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.

Clerk

Vice Chairman Moore moved to approve and authorize the Chairman's signature on the Memorandum of Understanding between The Wyoming Office of Guardian ad Litem and Carbon County Wyoming to provide legal representation children for a term of July 1, 2024, through June 30, 2025. Commissioner Johnson seconded and the motion passed unanimously.

Commissioner Johnson moved to reappoint Ryan Munks to the Saratoga - Carbon County Impact Joint Powers Board for a 3-year term ending July 2027. Commissioner Irene seconded and the motion passed unanimously.

Attorney

Commissioner Johnson moved to approve the Assignment and Assumption of Lease Agreement between Carbon County Commissioners and Carbon County Fire Protection District for the transfer and assignment of all rights, title and interest in and to the South Central Wyoming Emergency Medical Services (SCWEMS) Lease Agreement between Carbon County and SCWEMS pursuant to the Purchase of Real Properties dated July 1, 2024. Commissioner Irene seconded and the motion passed unanimously.

Commissioners

Commissioner Irene moved to approve the Chairman's signature on a letter of concurrence to Ardurra about awarding the bid to Savery Creek Enterprises, Inc in the amount of \$139,440.00 pending Bo Stocks signature on the Purchase Agreement for his and Savery Creek Enterprises hangars and authorize signature on a letter to the Federal Aviation Administration regarding this. Vice Chairman Moore seconded and the motion passed unanimously.

EXECUTIVE SESSION

Commissioner Johnson moved to go into executive session at 9:57 a.m. with Clerk Bartlett, Ashley Mayfield Davis and Kandis Fritz to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Irene seconded and the motion passed unanimously.

Vice Chairman Moore moved to come out of executive session at 10:46 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 – CARBON COUNTY LIQUOR LICENSE AND MALT BEVERAGE PERMIT RENEWALS AND NEW MALT BEVERAGE PERMIT

Chairman Jones opened a public hearing at 11:35 a.m. to hear numerous requests to renew liquor licenses and malt beverage permits.

Chairman Jones called for public comments for or against the renewals. There being none, she closed the hearing at 11:37 a.m.

Commissioner Johnson moved to approve all liquor license and malt beverage renewals as read in the minutes each for a term of one year expiring August 31, 2025. Vice Chairman Moore seconded and the motion passed unanimously.

ADJOURNMENT

Commissioner Johnson moved to adjourn the meeting at 11:38 a.m. Vice Chairman Moore seconded and the motion passed unanimously.

A regular meeting of this Board will be held Tuesday, August 27, 2024, at 2:00 p.m. at the Platte Valley Community Center located at 210 W. Elm Ave., Saratoga, 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 6th day of August 2024
BOARD OF COUNTY COMMISSIONERS
CARBON COUNTY, WYOMING

Sue Jones
Sue Jones, Chairman