

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, September 17, 2024, 2:00 p.m.  
Baggs Higher Education Center  
360 Whippoorwill Dr, Baggs, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, September 17, 2024, at 9:00 a.m. at the Baggs Higher Education Center in Baggs, WY. Attending the meeting were Commissioner and Acting Chairman John Johnson, and Commissioners John Espy and Garrett Irene. Chairman, Sue Jones and Vice Chairman Travis Moore were absent.

Acting Chair Johnson called the meeting to order at 2:00 p.m.

**ADDITIONS / CORRECTIONS**

Acting Chair Johnson amended the agenda to change Angie Hobbs mentioned on the agenda to Elk Mountain rather than Medicine Bow.

Commissioner Irene moved to approve the agenda as amended. Commissioner Espy seconded and the motion passed unanimously.

**TREASURER**

County Treasurer, Lindsey West reported she and County Assessor Renee Snider will be holding public meetings on changes in tax laws including how properties are assessed, Wyoming's tax structure, tax billing, rebate programs and more.

**VOUCHERS**

Commissioner Espy moved to approve August 2024 payroll and benefit expenses of \$1,023,044.84 and insurance claim and premium expenses of \$236,566.87, Sunrise Sanitation totaling \$75.00 and the main amount of invoices of \$2,630,412.80 for a grand total today of \$3,890,099.51. Commissioner Irene seconded and the motion passed unanimously.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
Advanced Network Management, Inc.	Managed Services Contract	\$6,974.00
American Comm. Corrections Inst, Inc.	Annual License Renewal	\$2,500.00
APG Media of the Rockies	Misc. ads	\$202.22
Apparatus Equipment & Service Inc.	Cot Installation	\$7,181.36
Arapahoe County Combined Court	Certified Copies	\$20.50
Axis Forensic Toxicology, Inc.	Toxicology	\$220.00
Bagels & Badges	Bagels	\$76.00
Baggs, Town of	Water Services	\$401.76

BI Inc.	Monthly Elec. Monitoring Services	\$955.50
Braun NW, Inc.	24 North Star Ambulance-11579	\$237,135.00
Bridger Fabrication	Cut & Bead	\$82.00
Brown & Hiser LLC	Legal Services	\$3,220.00
Carbon Co. Child Development Center	Clothing/Wipes/Pullups	\$990.47
Carbon County School District #1	Personal Care Kits	\$2,509.18
Carbon Power & Light Inc	Electrical Services	\$1,794.24
Carbon, Kolton Henry Clifton	Witness Fees & Misc. Reimb.	\$656.70
CareRight Technologies, LLC	Monthly Data Center Server	\$251.29
Century Link	Jail Wi-Fi	\$142.67
Charter Communications	Jail Cable Services	\$119.24
CIDNET	Jail Data	\$750.00
Coal Creek Law	Legal Services	\$930.00
Core Legal, LLC	Legal Services	\$1,608.00
Cowboy Chemical	Cleaning Supplies	\$317.85
Davis, Ashley	Mileage	\$712.80
Dirty Boyz Sanitation, Inc.	Trash Services	\$5,277.50
Dominion Energy	Gas Services	\$30.47
Drummond Refrigeration LLC	Replace Condenser Motor	\$347.00
Dynamic Controls Inc.	Packing Kits	\$26,936.00
Election Systems & Software, LLC	Election Supplies & Equipment	\$805.46
Elite Microwave Solutions	Remove Dishes from Radio Sites	\$1,505.00
Elk Mountain, Town of	Water Services	\$70.51
Encampment, Town of	Water Services	\$105.00
Engineering Associates	Engineering Exp. on County Bridges	\$7,185.02
Galls/Quartermaster	Sheriff Uniforms & Supplies	\$92.52
Grainger	Misc. Supplies & Equipment	\$491.89
Guardian Alliance Technologies	Guardian Software License	\$375.00
Hanna, Town of	Water Services	\$256.46
Intermountain Slurry Seal Inc.	CR 401 Chip Seal Project	\$1,907,902.10
K2 Towers III, LLC	Radio Site Rent	\$289.82
Kilburn Tire Company	Oil Change/Tire Rotation-002231	\$103.57
KLIM	Sheriff Snow Clothing & Equipment	\$5,183.94
KTGA/KBDY	Radio Site Rent	\$150.00
Lawson Products Inc.	Various Bolts	\$728.41
Lifetime Benefit Solutions, Inc.	Cobra Fee	\$35.00
Martinez, Natasha	Guardian Ad Litem	\$300.00
Medicine Bow, Town of	Water Services	\$418.65
Memorial Hospital of Carbon County	Medical Services	\$5,595.18
Merchant McIntyre & Associates, LLC	Monthly Revenue Retainer	\$8,000.00
Mercier's Mountain Riding School	Level 2 Avalanche Class	\$1,800.00

Merseal Law, LLC	Legal Services	\$15,315.37
Mountain Alarm	Crisis Center Alarm Monitoring	\$57.90
Mountain Trail Medical	Medical Services	\$6,500.00
MPM Corp / Evergreen Disposal	Trash Services	\$110.00
Napa - Saratoga	Battery/ Core Deposit	\$352.75
Norco, Inc.	Misc. Supplies & Cylinder Rent	\$1,096.80
Offender Watch	Sex Offender Notification	\$35.00
O'Reilly Auto Parts	Misc. Auto Parts	\$164.88
Perkins Oil Co.	Fuel	\$10,183.72
Perue Printing	Tax Levy Sheets	\$13.50
Pinnacle Public Finance, Inc.	Master Equipment Lease	\$48,123.39
Plus Electric Inc.	Overhead Crane	\$98.50
PowerDMS, Inc.	Power DMS Subscription	\$17,213.00
R.P. Lumber Company, Inc.	Misc. Parts & Equipment	\$429.43
Rawlins Automotive	Misc. Auto Parts & Supplies	\$1,362.17
Rawlins Eastside Carwash	Carwash Cards	\$204.60
Rawlins Hardware - 5410	Misc. Parts & Supplies	\$353.00
Rawlins Hardware - 5465	Toilet Paper/Screws	\$87.98
Rawlins Pack and Ship LLC	FedEx Shipping Label	\$20.07
Rice - Prior, Denise	Inmate Mental Health Services	\$1,350.00
Rocky Mountain Power	Electric Services	\$39,508.41
Rocky's Quik Stop	Diesel-Baggs	\$2,869.38
Saratoga Sun	Misc. Ads	\$7,480.75
Saratoga, Town of	Water Services	\$99.64
Schaeffer Mfg. Co.	Oil	\$1,607.20
Skyline Motors, Inc.	Oil Change/Brake Pad Replacement	\$242.40
Staples Advantage	Misc. Office Supplies	\$19.83
State of Wyoming DCI	Sex Offender Fees	\$25.00
Stinker Stores Inc.	Fuel	\$11,707.79
Summit Food Service	Jail Meals	\$9,526.00
Sunrise Sanitation Service, LLC.	Trash Services	\$75.00
Super Vacuum Manufacturing Co. Inc.	Graphics	\$231.56
Swanson Services Corporation	Jail Commissary	\$1,224.81
T.O.G.	Window Washing	\$960.00
Terminix	Pest Control	\$193.00
The Cowboy Couture	Sheriff Uniforms	\$2,538.70
The Masters Touch, LLC	Mailing Services for DMV	\$7,105.92
The Quik Lube	Vehicle Maintenance	\$272.75
Towerco Marketing LLC	App. Fees Radio Tower Sinclair Site	\$3,000.00
Transunion Risk & Alternative Data	Trulookup Services	\$175.00
US Bank	Misc. Charges	\$2,169.27

Valley Oil Company	Fuel	\$1,231.62
Voiance Language Services LLC	Interpretation Services	\$6.00
Western Truck Repair	Air Bag	\$198.67
Wex Bank	Fuel	\$268.90
Wiant, James	Gravel Removal	\$5,930.00
Wille, O.R.	Mileage	\$82.50
WY Behavioral Institute	Emergency Detentions	\$9,802.00
WY Dept of Transportation	CR 203 Br Over N Platte	\$597.47
WY Machinery Company	Water Truck & Misc Supplies	\$167,658.89
WY Rents, LLC	Manlift Rental	\$1,062.00
WY Secretary of State	Notary Application	\$60.00
Wyoming Cleaning & Solutions LLC	Jeffery Center Deep Clean	\$1,625.00
Young, Tracy	August 2024 Prevention	\$4,125.00

### **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 September 3, 2024, regular meeting minutes; a Continuation Certificate for Angie Hobbs, Council Member for the Town of Elk Mountain in the amount of \$100,000.00 and a bond for Michael Armstrong, Treasurer for the Carbon County Visitor's Council in the amount of \$100,000.00; monthly receipts from the Clerk of District Court in the amount of \$3,733.00 and Carbon County Clerk in the amount of \$22,782.75; and Notice of Valuation Changes in the amount of (\$54,804.00). Commissioner Irene seconded and the motion passed unanimously.

### **SOUTH CENTRAL WYOMING EMERGENCY MEDICAL SERVICES (SCWEMS)**

Irene Archibald, Secretary of SCWEMS and Stayton Mosbey, Director of SCWEMS reported they are applying for a grant through the Office of State Lands for an ambulance. SLIB requires the BOCC's acknowledgement of the application. Clerk Bartlett presented a letter of support and acknowledgement for the Chairman's signature.

Commissioner Espy moved to approve the acting Chairman's signature on the letter of support to the Office of State Lands for South Central WY Emergency Medical Services' Mineral Royalty Grant application in the amount of \$119,639.00 for the purchase of a new ambulance. Commissioner Irene seconded and the motion passed unanimously.

There was discussion about the County's lease with SCWEMS in Hanna's fire department already being assigned to the Carbon County Fire Protection District. Attorney Ashley Davis reported she will mail them a copy of the assignment for their records. In addition, Ms. Archibald reported that they plan to purchase the land where the former Hanna Elementary School building was from Carbon County School District #2.

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

## **Road and Bridge**

Kandis Fritz, Road and Bridge Coordinator reported she recently discussed the possibility of bridge replacement funding with Merchant McIntyre and asked if the BOCC was interested in looking into the grant funds noting she and staff were extremely busy with road repairs. She recommended putting off any additional bridge replacements until the current 9 in progress are further in the processes.

Ms. Fritz also discussed County Road 504, Hay Creek and County Road 500, Jack Creek – 504 that is located just East of Saratoga. She proposed ripping 3.3 miles of these roads and turning them back into gravel. The BOCC asked her for firm costs and a report at the next meeting.

Ms. Fritz requested approval to donate an old 1968 homemade shop trailer to the Encampment Tractor Club.

Commissioner Irene moved to declare a 1968 homemade shop trailer, VIN #S8814W as surplus as it has no real value and donate it to the Encampment Tractor Club. Acting Chairman Johnson seconded and the motion passed with Commissioners Irene and Acting Chairman Johnson voting for the motion and Commissioner Espy abstained due to potential conflict.

## **Assessor**

Renee Snider, Carbon County Assessor recognized Lori Gaugler with one year of service in her office.

Assessor Snider reported the long-term homeowner's exemption applications available in her office noting those over 65 who have paid property taxes over 25 years anywhere in Wyoming and they live in a home 8 months out of the year will qualify for a 50% exemption off their assessed value of their residence and up to 35 acres of land. Treasurer West reported each tax bill will have an insert with anything related to House Bill 3 from the 2024 legislative session, including this exemption.

She reported she, Kristy Rowan, Planning & Development Coordinator and Zoning Administrator and other department heads have discussed various replacement options for Greenwood Mapping who is currently the County's GIS mapper and will be retiring soon. Kristy added she and Renee would like to see one company assist the county with all tasks for both these offices plus elections, the Sheriff, and other offices. Acting Chairman Johnson asked how far into the Request for Proposals the group is and Ms. Rowan stated they have not started that yet. Attorney Davis offered to assist with developing the RFP.

Assessor Snider reported she received the T.Y. Pickett valuation contract for 2024 and 2025. This is a standard contract used in the past and includes a 9% increase. Attorney Davis reported that she reviewed the contract and has some changes to propose for TY Pickett's review.

Commissioner Espy moved to authorize any commissioner to sign the Contract with Thos. Y. Pickett & Co., Inc., also known as T.Y. Pickett, for valuation services for 2024 and 2025 in the

amount of \$70,850.00 per year. Commissioner Irene seconded and the motion passed unanimously.

### **Sheriff**

Alex Bakken, Carbon County Sheriff recognized Captain Leo Black, 14 years, Zach Burns with 11 years, Libby Jurado 7 years, and Deputy Mark Malone 3 years.

Sheriff Bakken reported Level Up K9 in Rawlins donated a K9 to his department recently and he noted the dog found narcotics and weapons.

### **Buildings & Grounds**

Jeff Askins, Buildings and Grounds Manager reported Todd Pelham will have been with his department 1 year tomorrow. The Rawlins Senior Center parking lot is project is finally progressing and they want to add two sidewalks to the project. He will obtain prices and proceed accordingly.

### **Planning & Zoning**

Kristy Rowan, Planning & Development Coordinator and Zoning Administrator presented a Certification of Recommended Action and requested a public hearing be scheduled. The applicant is C.U.W. Case #2012-01 – AMENDED – Power Company of Wyoming.

Commissioner Espy moved to accept the Certification of Recommended Action from the Carbon County Planning & Zoning Commission for C.U.W. Case #2012-01 – AMENDED – Power Company of Wyoming and schedule a public hearing for Tuesday, October 1, 2024, at 1:30 p.m. at the Carbon Building – Courthouse Annex in Rawlins, Wyoming. Commissioner Irene seconded and the motion passed unanimously.

Kristy requested and received authorization to refill a vacant position in her office.

### **Clerk**

Gwynn Bartlett, Carbon County Clerk, presented a renewal contract with Novo Benefits and requested the board renew it.

Commissioner Irene moved to approve the Chairman's signature on the Novo Benefits Renewal Schedule of Services and Fees to become effective on October 1, 2024. Commissioner Espy seconded and the motion passed unanimously.

Clerk Bartlett presented a board application that she received from Schelby Merril for board approval. She noted there were no applications for Senior Services in the Elk Mountain area, Upper Platte River or Baggs Solid Waste Disposal Districts.

Commissioner Espy moved to reappoint Schelby Merril to the Upper Platte River Solid Waste Disposal District for a 3-year term ending August 2027. Commissioner Irene seconded and the motion passed unanimously.

Clerk Bartlett provided the contract for with the state for Temporary Assistance for Needy Families (TANF) grant funds.

Commissioner Espy moved to authorize the chairman's signature on the Contract between the Wyoming Department of Family Services and Carbon County for Temporary Assistance for Needy Families Community Partnership Initiative beginning October 1, 2024 through September 30, 2025 in an amount not to exceed \$12,500.00. Commissioner Irene seconded and the motion passed unanimously.

### **Attorney**

Ashley Davis, Carbon County Civil Attorney reported that Attorney Sarah Harkins requested she inquire about money budgeted in their department for an attorney position noting there was only \$55,000 for the position and should have been \$75,000. They do have \$42,000 in the Diversion salary included in their budget however half will be used with half placed in the grant for this fiscal year.

### **Commissioners**

Ashley Davis, Carbon County Civil Attorney presented a comment letter for board approval and Chairman's signature. Commissioner Espy discussed adding Houston Park and Savage Run areas as protected areas in the county. Other than this, he thought the draft will get the county's standing as a cooperator moving forward.

Commissioner Espy moved to approve any commissioner's signature on the letter for the United States Forest Service National Old Growth Amendment draft Environmental Impact Statement. Commissioner Irene seconded and the motion passed unanimously.

### **CITIZEN/COMMISSIONERS DISCUSSION**

Commissioner Espy reported he flew to Washington DC last week for the annual Payment In Lieu of Taxes (PILT) fly-in to lobby Congress for continued PILT funding. Since starting this process several years ago this funding has not been sequestered and which means over \$500,000-\$750,000 to Carbon County annually.

Commissioner Irene recently attended the meeting regarding anthrax in the Elk Mountain area. Acting Chairman Johnson was also at the anthrax meeting and thanked state agencies for their involvement and while it was bad it could have been much worse.

Brian Lally was present and thanked Road & Bridge for the work on County Road 720.

Korey Thompson, Baggs Chief of Police thanked Sheriff Bakken and his support of his operation in the area.

**EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 3:04 p.m. with Clerk Bartlett, Ashley Mayfield Davis and Sheriff Bakken to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Irene seconded and the motion passed unanimously.

Commissioner Espy moved to come out of executive session at 3:32 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Irene seconded and the motion passed unanimously.

**ADJOURNMENT**

Commissioner Irene moved to adjourn the meeting at 3:32 p.m. Commissioner Espy seconded and the motion passed unanimously.

A regular meeting of this Board will be held Tuesday, October 15, 2024, 9:00 a.m. at the Hanna Town Hall located at 301 Adams St, Hanna, 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.carboncountywy.gov](http://www.carboncountywy.gov) or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.