

**OFFICIAL MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING**

**Tuesday, December 3, 2024, 9:00 a.m.
Carbon Building – Courthouse Annex
215 W. Buffalo St., Rawlins, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, December 3, 2024, at 9:00 a.m. at the Carbon Building-Courthouse Annex, 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. Vice Chairman Moore seconded and the motion passed unanimously.

VOUCHERS

Commissioner Espy moved to approve the report of expenditures in the amount of \$427,452.18 for an aggregate total today of \$427,452.18. Vice Chairman Moore seconded and the motion passed unanimously.

Vendor	Detail Line Description	Total
Advanced Network Management, Inc.	Microsoft 365 Licenses & Zetron Radio Network/Supplies	\$129,646.22
All Traffic Solutions Inc.	EM Mapping Software	\$2,850.00
Amazon Capital Services	Floor Transition Strip, Shelving & Storage Materials	\$502.97
Ardurra	Dixon Hangar Acquisition	\$2,701.50
AT&T Mobility	Telephone Services	\$1,984.39
Black Hills Energy	Carbon Bldg. Gas Services	\$12,241.86
Blakeman Propane	Propane	\$1,695.12
Bob Barker Company, Inc.	Inmate Food Trays, Smocks & Blankets	\$4,363.92
Bomgaars Supply	Misc. Parts & Supplies	\$218.95
Boulder Associates	MHCC Site Survey	\$41,353.57
Bromley & Sons Commercial Weed Spraying	Spraying Willows	\$3,090.63
Carbon County Fair Board	Outside Agency Payment	\$2,725.00
Carbon County Library	Outside Agency Payment	\$29,247.00
Carbon County Museum	Outside Agency Payment	\$18,995.00

Carbon County Senior Services	Outside Agency Payment	\$18,212.50
Casper Winnelson Co.	Misc. Plumbing Supplies	\$98.86
Coal Creek Law	Admin. Guardian Ad Litem	\$1,210.00
Community Resource Center	Agency Dues	\$35.00
Coronado, Justin	Meals/Airfare/Rental Car/Parking	\$1,281.02
Cowboy Chemical	Cleaning Supplies	\$406.30
Crater Enterprises, Inc.	Grease Trap Pumping	\$1,825.00
Daily Times	Jail Newspapers	\$187.92
Dixon, Town of	Water Services	\$308.00
DOI/BLM - Rock Springs	Carbon Cemetery - BLM Lease	\$250.00
Econo Signs, LLC	Signs	\$728.19
Elk Mountain, Town of	Library Propane	\$510.94
France, Tara	Transcription Services	\$309.40
Further	Part. Fees, Health Reimb. & Med. FSA	\$2,092.62
Futurity IT, Inc.	Orion License Renewal	\$1,350.00
Galls/Quartermaster	Pants	\$210.87
Grainger	Thermostat	\$112.81
High Plains Power	Electric Services	\$440.06
Iacovetto, Karon	Carbon Bldg./Jail Cleaning Svs	\$8,230.00
Jack's Body & Fender Repair	Tow Charges	\$2,654.00
K2 Towers III, LLC	Radio Tech Rent/Lease	\$2,318.54
Kilburn Tire Company	New Tire/Tire Balance	\$944.00
Konexus	Alert Software Core Plan	\$14,100.50
Lifetime Benefit Solutions, Inc.	Cobra Fee	\$35.00
Mckesson Medical-Surgical	Medical Supplies	\$693.21
Midwest Card and ID Solutions, LLC	Salamander Software	\$15,155.50
Norco, Inc.	Torch Quick Coupler & Paper Towels	\$272.63
Old Penitentiary Joint Powers Board	Outside Agency Payment	\$8,137.50
O'Reilly Auto Parts	Security Kit & Towels/Straps	\$76.47
Quill Corporation	Adding Machine Tape	\$14.40
R.P. Lumber Company, Inc.	Misc. Parts and Supplies	\$1,192.58
Rawlins Automotive	Misc Auto Parts and Supplies	\$2,046.82
Rawlins Hardware - 5410	Misc. Parts and Supplies	\$430.19
RDO Equipment Co.	John Deere Filters & 4000 Hour Srvc.	\$8,571.13
Shively Hardware	Light Bulbs	\$28.99
Sikes, Melisa	IRS Form 1023 & Non-Profit Filing	\$327.25
South Central WY EMS	Outside Agency Payment	\$11,432.50
Staples Advantage	Misc. Office Supplies	\$233.89
State of WY Legislative Stabilization	Mineral Ad Valorem Loan Repayment	\$40,483.28

Stericycle, Inc.	Subscription Steri-Safe Budget	\$50.80
Stinker Stores Inc.	Fuel	\$2,796.09
Summit Food Service	Jail Meals	\$4,750.82
Swanson Services Corporation	Jail Commissary Supplies	\$1,108.62
Triple X Contracting, Inc.	Trash Services	\$260.00
U S Postmaster-Rawlins	PO Box Rent	\$154.00
UPRSWDD	Trash Services	\$152.00
Weiland, Helen	Mileage	\$63.80
Wohl, Judith	Mileage	\$66.00
Wreck-A-Mend	Remove/Replace Decals & Body Work/Parts/Paint	\$7,574.70
WY Behavioral Institute	Admin Emergency Detentions	\$1,508.00
WY Machinery Company	Misc. Parts And Supplies	\$2,363.51
WY Rents, LLC	Bearings/Washers/Bolts/Fittings	\$566.51
Wyoming Cleaning & Solutions LLC	Courthouse Janitorial Services	\$6,583.33
Wyoming Law, PC	Legal Services	\$710.00
Zumbrennen Electric Inc.	Electrical Maintenance	\$180.00

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 November 19, 2024, regular meeting minutes; monthly receipts from the Planning and Development Department in the amount of \$125.00 and a bond for Clint Weber, Baggs Cemetery District Treasurer in the amount of \$5,000.00. Vice Chairman Moore seconded and the motion passed unanimously.

ELECTED OFFICIALS & DEPARTMENT HEADS

Clerk of District Court

Commissioner Espy moved to authorize the Clerk of District Court to use the Bank of Commerce as the depository for 2025. Vice Chairman Moore seconded and the motion passed unanimously.

Emergency Management

Vice Chairman Moore moved to approve and authorize the Chairman's signature on the Grant Award Agreement between WY Office of Homeland Security and Carbon County (24-EMPG-CAR-GCF24) for Emergency Management payroll expenses in the amount of \$58,158.00 and for a term of October 1, 2023, through September 30, 2025, and the associated grant contact form. Commissioner Irene seconded and the motion passed unanimously.

Road and Bridge

Commissioner Johnson moved to approve the transfer of two 1999 Ford Diesel trucks VIN: 1FTSW31F3XEC34867 and 1999 Ford VIN: 1FTNF21F7XEC87532 from Road and Bridge Department to Building and Grounds Department and to surplus the following for sale to the general public: 1982 Western Star semi VIN: 2WKPDCJE3CK908753; 1978 Belshie Trailer VIN: 7418; 1974 Belshie flatbed trailer VIN: 3-852, a 1980's 966 loader at the Dixon Airport Serial #76J9219 / 99Y01217 ; and a 1980 Birmingham lowboy trailer VIN: VB198. Commissioner Irene seconded and the motion passed unanimously.

Commissioner Johnson moved to authorize the Chairman's signature on a letter to WYDOT to request a sign be placed near Rawlins notifying the public County Road 401 is closed for winter. Commissioner Espy seconded and the motion passed unanimously.

Treasurer

Commissioner Espy moved to accept the county canceled warrants presented per W.S. §18-4-106. Vice Chairman Moore seconded and the motion passed unanimously.

Planning and Development

Commissioner Irene moved to accept the Certifications of Recommended Action from the Carbon County Planning & Zoning Commission for C.U. Case #2024-04 – SAC Wireless, Union Telephone Company, and Bear Creek Cattle Company, Z.C. Case #2024-10 – Mark and Valerie Condict, MIN SUB Case #2024-02 – Mark and Valerie Condict and C.U. Case #2024-05 – Petroleum Resource Management Corp./Carmony Exploration, LLC and Donald and Roberta Corson and schedule a public hearing for Tuesday, January 7, 2025, at 11:15 a.m. at the Carbon Building – Courthouse Annex in Rawlins, Wyoming. Commissioner Espy seconded and the motion passed unanimously.

Commissioner Espy moved to approve and authorize the Chairman's signature, pending legal review, on the Memorandum of Understanding Between United States Department of the Interior Bureau of Land Management and Carbon County Board of County Commissioners as a Cooperating Agency on the Jackalope Wind Energy Project Environmental Impact Statement and to indicate that the Planning & Zoning Department and Planning Commission be the points of contact in the MOU. Vice Chairman Moore seconded and the motion passed unanimously.

Clerk

Commissioner Irene moved to reappoint James McNees to the Planning and Zoning Commission for a 3-year term ending November 2027 and to appoint Robert Espy to the Fair Board for a five-year term ending December 2029. Vice Chairman Moore seconded and the motion passed with all voting for the motion except Commissioner Espy who abstained due to conflict.

Commissioner Espy moved to approve and authorize the Chairman's signature on the Termination of Site Lease and Termination of Lease with Option to Purchase for the Carbon Building and

Courthouse Improvement Project. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioner Espy moved to table the 2025 official publication bid award to its December 17, 2024, meeting to further investigate the matter and obtain new pricing. Commissioner Irene seconded and the motion passed unanimously.

Public Hearing – Carbon County Flood Damage Prevention Ordinance

Chairman Jones opened a public hearing at 11:39 a.m. to hear Carbon County Flood Damage Prevention Ordinance. The Board indicated that these ordinances must be adopted, and Kristy Rowan, Planning & Development Coordinator and Zoning Administrator provided an update on how the ordinances came to be. There have been no comments, written or otherwise as of today. The effective date, if adopted would be December 20 as that's when the federal floodplain maps are effective.

Chairman Jones called for comments for or against the case. There being no 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 approve Resolution No. 2024-28, A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting Carbon County Flood Damage Prevention Ordinances of 2024, effective December 20, 2024. Commissioner Irene seconded and the motion passed unanimously.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 11:46 a.m. with Sheriff Bakken, 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 11:57 a.m. noting no action was taken and that the minutes be signed and sealed. Vice Chairman Moore seconded and the motion passed unanimously.

ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 11:58 a.m. Vice Chairman Moore seconded and the motion passed unanimously.

The regular meeting of this Board will be held Tuesday, January 7, 2025, 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 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 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 17th day of December 2024.

BOARD OF COUNTY COMMISSIONERS
CARBON COUNTY, WYOMING

Sue Jones

Sue Jones, Chairman