

**REPORT TO THE
MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, March 18, 2025, 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, March 18, 2025, at 9:00 a.m. at the Carbon Building-Courthouse Annex, Rawlins, WY. Attending the meeting were Chairman, R. Travis Moore, Vice Chairman Gwynn Bartlett, Commissioners John Johnson, John Espy and Sue Jones.

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

ADDITIONS / CORRECTIONS

Chairman Moore added Clerk of District Court for an update, Road and Bridge for Bridge Replacement (BROS) Recon Contracts, and Health Equity Changes to Health Reimbursement Arrangement Plan Amendment under County Clerk.

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

VOUCHERS

Vice Chairman Bartlett moved to approve February 2025 payroll and benefit expenses of \$980,036.53 and insurance claim and premium expenses of \$252,874.10; and the report of expenditures in the amount of \$559,571.72 for an aggregate total today of \$1,792,482.35. Commissioner Espy seconded and the motion passed unanimously.

Vendor	Detail Line Description	Total
Amazon Capital Services	Misc. Parts & Supplies	\$296.38
Baggs, Town of	Water Services	\$360.41
Bank of Montreal - Mastercard	Misc. Charges	\$34,418.49
BI Inc.	Electronic Monitoring Services	\$1,813.50
Big Bale Company	Truck Tires	\$703.68
Bisceglia, Debra	Bailiff	\$75.00
Bitterlich, Adam	Soberlink Monitor Refund	\$985.50
Bob Barker Company, Inc.	Jail Inmate Supplies	\$5,243.87
Bomgaars Supply	Impact/Battery/Battery Charger	\$139.99
Bridger Fabrication	Metal	\$142.50
Carbon County Comet	2024 Annual Report	\$75.60
Carbon County Fair Board	Monthly Agency Payment	\$2,725.00

Carbon Co. Fire Protection District	Vehicle Maintenance & Repairs	\$787.50
Carbon Co. Higher Ed. Center	Student Stipends & Feb Facilitator Cost	\$2,632.25
Carbon County Library	Monthly Agency Payment	\$29,247.00
Carbon County Museum	Monthly Agency Payment	\$18,995.00
Carbon County Senior Services	Monthly Agency Payment	\$18,212.50
Carbon Power & Light Inc.	Electric Services	\$2,196.93
Casper Winnelson Co.	Washer, Gasket & Solids Interceptor	\$3,281.52
Charter Communications	Cable Services	\$335.59
CIDNET	Facility Data	\$750.00
Coal Creek Law	Legal Services	\$4,572.50
Cowboy Chemical	All Purpose Cleaner/Disinfectant	\$190.50
D&S Express	Deflector/Freight	\$622.28
Dirty Boyz Sanitation, Inc.	Trash Services	\$3,333.50
Dynamic Controls Inc.	Carbon Bldg. 3rd/4th Floor Offline	\$630.00
Eaton Sales & Service LLC	Rawlins Diesel Pump	\$2,826.76
Elk Mountain, Town of	Water Services Hwy 72 R&B	\$67.50
Encampment, Town of	Water Services R&B	\$105.00
Engineering Associates	Engineering Bridge Projects	\$11,341.90
ETG Systems Inc.	Fire Alarm Monitoring	\$540.00
Galls/Quartermaster	CCSO Supplies & Equipment	\$843.69
Grainger	Blank Key	\$56.27
Guardian Alliance Technologies	Screening Reports	\$235.00
Heintz Surveying & Eng., LLC	Planning Contract & GIS Services	\$270.00
Iacovetto, Karon	Custodial Services/Jail/Carbon Building	\$8,230.00
Jurado, Libby D.	Rx Reimbursements	\$62.76
Kaisler, Todd	Mileage Reimbursement	\$99.00
Kilburn Tire Company	Tires/Oil Change/Filter/Oil/Washer Fluid	\$1,436.26
Maes, Andrew	Daily Deposit Refund	\$221.00
Maes, Sebastian	Monitor/Charger Deposit Refund	\$875.00
Martinez, Natasha K., P.C	Legal Services	\$2,373.33
Medicine Bow, Town of	Water Services	\$259.60
Merchant McIntyre & Assoc., LLC	Monthly Retainer	\$8,000.00
Merseal Law, LLC	Legal Services	\$14,301.62
Miller, Dale	Travel Meal	\$19.93
Mountain Trail Medical	Physician Services	\$6,500.00
Mountain West Motors	Program & Cut Keys & Oil/Axle/Rotor	\$3,778.91
MPM Corp / Evergreen Disposal	Trash Services	\$110.00
Napa - Saratoga	Misc. Parts & Supplies	\$923.09
NMS Labs	Lab Services	\$383.00

Norco, Inc.	Kitchen Roll Towel	\$1,676.89
Offender Watch	Notification For Sex Offender	\$212.43
Office of the State Public Defender	Public Defender Supplement	\$67,544.28
Old Penitentiary Joint Powers Board	Quarterly Agency Payment	\$8,137.50
Olde Trading Post	Fuel	\$93.66
O'Reilly Auto Parts	Towels/Windshield Washer Fluid	\$36.98
Pacific Steel & Recycling	Rebar For Cattle Guards & Welding	\$3,046.08
Perkins Oil Co.	Fuel	\$8,006.94
Quill Corporation	Misc. Office Supplies	\$771.00
R.P. Lumber Company, Inc.	Paint/Roller	\$457.89
Rakoczy, Gerard A	Bailiff	\$75.00
Rawlins Automotive	Misc. Auto Parts & Supplies	\$1,501.44
Rawlins Hardware - 5410	Misc. Parts & Supplies	\$146.36
Rawlins Hardware - 5465	Misc. Parts & Supplies	\$177.94
Rawlins Pack & Ship LLC	FedEx Shipping Label	\$24.60
Rawlins, City of	Water Services & Landfill Fees	\$3,114.33
Ready, Justin	Mileage Reimbursement	\$88.00
RNB State Bank	Ee's Year of Service Gift Cards	\$419.55
Rocky Mountain Power	Electric Services	\$22,109.11
Rocky's Quik Stop	Diesel	\$1,301.92
Saratoga Sun	Misc. Ads	\$321.00
Saratoga, Town of	Water Services	\$49.82
Savery Creek Enterprises Inc.	Bridge Resurfacing	\$162,380.00
Schaeffer Mfg. Co.	Oil	\$1,607.20
Shively Hardware	Misc Building Supplies	\$155.43
Smith Psychological Services	Psychological Services	\$400.00
Smith, Brett	Ee Shirt/Jacket	\$104.00
South Central Wy EMS	Quarterly Agency Payment	\$11,432.50
State of Wyoming DCI	Sex Offender Changes	\$120.00
Stinker Stores Inc.	Gas	\$1,988.40
Summit Food Service	Jail Meals	\$14,294.89
Swanson Services Corporation	Jail Commissary Supplies	\$1,670.38
The Masters Touch, LLC	Mailing Services	\$620.88
The Product Center	Printer Cartridge	\$545.33
Tin Boy Garage	Grease/Connector/Rod/Gasket	\$472.19
U S Postmaster-Rawlins	PO Box Rent	\$100.00
US Bank	Misc. Charges	\$16,529.22
Valley Oil Company	Diesel	\$892.61
Voiance Language Services LLC	Translation Services	\$51.75

Wex Bank	Fuel/Rebates & Rebate Reversals	\$669.81
Wille, O.R.	Mileage Reimbursement	\$82.50
Wy Machinery Company	Oil Sample	\$19.69
WYDOT Financial Services	Bridge-County Rd 203	\$14.51
WY Cleaning & Solutions LLC	Deep Clean Jeffery Center	\$7,783.33
Wyoming Health Fairs	Ee Blood Draws	\$5,235.00
WYOPASS	Elected & Appointed Board Membership	\$305.00
Zumbrennen Electric Inc.	Labor & Electric Services	\$16,157.77

CONSENT AGENDA

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. Clerk Smith noted the consent agenda includes the March 4, 2025, regular meeting minutes; monthly receipts from the Carbon County Clerk in the amount of \$13,978.75 and Clerk of District Court in the amount of \$4,420.00; and a bond for Janeil Kay Ebell, Deputy Treasurer for Carbon County in the amount of \$10,000.00. Commissioner Jones seconded and the motion passed unanimously.

ELECTED OFFICIALS & DEPARTMENT HEADS

Clerk of District Court

Mara Sanger, Clerk of District Court provided a departmental update including information on notifications to jurors. She stated she is going to start using the Alert Sense system as an additional means to summon jurors on upcoming trial dates.

Buildings & Grounds

Jeff Askins, Buildings and Grounds Manager, requested and received approval to fill a vacancy within his department.

Assessor

Renee Snider, Carbon County Assessor, requested and received approval to fill a vacancy within the Assessor's Office.

IT

John Rutherford, County Fire Warden and Matt Webster, Carbon County IT Director requested to donate two surplus dishes to the Carbon County Fire Protection District at the fire district's cost.

Commissioner Johnson moved to approve the donation of an antenna to the Carbon County Fire Protection District. Vice Chairman Bartlett seconded and the motion passed unanimously.

Road & Bridge

Kandis Fritz, Road & Bridge Coordinator presented pay application #1 for commissioner review and approval.

Vice Chairman Bartlett moved to authorize the Chairman's signature and approve payment of Pay Application #1 for the Medicine Bow River Bridge Resurfacing in the amount of \$162,380.00. Commissioner Espy seconded and the motion passed unanimously.

Ms. Fritz discussed County Rd. 270 closure for bridge repairs. Landowners and emergency services will be notified prior to the closure.

Ms. Fritz received contracts for the BROS projects for the recon work for bridges on County Road 680 and County Road 3 pending legal review. The match will be paid from the road fund.

Commissioner Espy moved to approve any Commissioner signature on the BROS Recon Contracts for bridges on County Road 680 and County Road 3 pending legal review. Vice Chairman Bartlett seconded and Commissioner Johnson opposed, and the motion passed.

Sheriff

Alex Bakken, Carbon County Sheriff recognized Brynna Grundman as employee of the quarter. Sheriff Bakken recognized Wyoming Highway Patrol for a recent stop that discovered the recovery and seizure of a large amount of ammunition. He also provided an update on the unified dispatch operations.

Attorney

Ashley Davis, Deputy County Civil Attorney, introduced Garrett Parker who is a student and intern working in their office.

Fire

John Rutherford, County Fire Warden provided an update for the department and stated they are working on updating contracts with the fire district. He stated the district applied for \$155,000.00 grant for a mobile training unit. He commended Commissioner Jones and the board for their support for the district.

Clerk

Lisa Smith, County Clerk, presented board applications that she has received for the Carbon County Senior Services Board.

Commissioner Johnson moved to appoint Joe Lansing as the Elk Mountain representative and reappoint Denise Ashline as the City of Rawlins representative and reappoint Judith Wohl as the Town of Medicine Bow representative all for the Carbon County Senior Services Board and all

for a 3-year term ending March 2028. Commissioner Jones seconded and the motion passed unanimously.

Clerk Smith requested approval of the Health Equity Health Reimbursement Arrangement Plan Amendment to shut off the autopay function and allow all medical, dental, vision, Rx, and over the counter items to reflect the Flex Spending Account functions, pending legal review.

Vice Chairman Bartlett moved to approve the Health Equity Health Reimbursement Arrangement Plan Amendment pending legal review and to authorize any commissioner's signature. Commissioner Espy seconded and the motion passed unanimously.

Commissioners

Ashley Davis, Deputy County Civil Attorney, is drafting a letter to the Bureau of Land Management regarding the Lucky Star Transmission Line Project for board approval and Chairman's signature.

Commissioner Espy moved to approve and authorize the Chairman's signature on the comment letter to the Bureau of Land Management regarding comments on the Lucky Star Transmission Line Project pending legal review. Commissioner Johnson seconded and expressed concerns about the rerouting of the transmission line which will bring it closer to the river and asked it to be incorporated into the comments. Commissioner Jones inquired about the permitting process and the timeframe. Commissioner Espy asked Kristy Rowan to work with the BLM on notifications regarding future EAs. The motion passed unanimously.

CITIZEN & COMMISSIONER DISCUSSION

Commissioner Johnson thanked the Carbon County Fire District for responding to a fire at his property.

Vice Chairman Bartlett stated she has been attending Hospital Board meetings and updated on the GIS RFP interviews and hopes to have a recommendation by the second April meeting. She mentioned the masonry project is finally moving forward after receiving three bids. A contract is being drafted currently for approval at a future meeting. The courthouse will be completed first so the lawn can be completed during the summer. The bid does not cover the retaining wall on the east side of the courthouse. Funds have already been allocated for this project including the retaining wall. Chairman Moore is asking that they look at the veteran's memorial on the corner of the courthouse as well.

Commissioner Espy provided an update on his trip to the NACO Conference and his meeting with Senator Barrasso. He met with Senator Lummis's staff, Representative Hageman and the Energy Secretary, as well as U.S. Forest Service and Department of Interior. He discussed the meeting related to public lands and NEPA studies and the future of the rules surrounding NEPA.

Commissioner Jones stated the GIS RFP experience was interesting but complicated and appreciates the education the committee provided.

Chairman Moore thanked Commissioner Espy for his participation and representing the county and Wyoming at NACO.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 10:09 a.m. with Clerk Smith, Ashley Mayfield Davis, and Sarah Chavez Harkins to discuss personnel, potential litigation and other matters considered confidential by law. Vice Chairman Bartlett seconded and the motion passed unanimously.

Commissioner Espy moved to come out of executive session at 11:09 a.m., noting that no action was taken and that the minutes be signed and sealed. Vice Chairman Bartlett seconded and the motion passed unanimously.

MEMORIAL HOSPITAL OF CARBON COUNTY (MHCC)

Gerald Patton, Chief Executive Officer and Stephanie Hinkle, Chief Operating Officer for MHCC and Rod Wackerlin provided an update on the current hiring process and the hospital's audit. Ms. Hinkle gave an update on the new surgeon Dr. Singleton. She explained the new award for the \$50,000.00 for Lifepack Systems. Mr. Wackerlin asked to attend an April executive session.

ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 11:15 a.m. Commissioner Johnson seconded and the motion passed unanimously.

The regular meeting of this Board will be held Tuesday, April 15, 2025, at 2:00 p.m. at the Medicine Bow Senior Center located at 520 Utah St, Medicine Bow, WY. The public is invited to attend or listen online at the website listed below. To get placed on the agenda, call the Clerk's Office by Thursday before the meeting. Per Wyo. Stat. §18-3-516(f), access to county information can be obtained at www.carboncountyywy.gov or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.