

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, April 15, 2025, 2:00 p.m.,  
Medicine Bow Senior Center  
520 Utah St, Medicine Bow, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, April 15, 2025, at 2:00 p.m. at the Medicine Bow Senior Center. 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 2:00 p.m.

**ADDITIONS / CORRECTIONS**

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 the March 2025 payroll and benefit expenses of \$984,706.22; insurance claim and premium expenses of \$206,512.03; the report of expenditures in the amount of \$347,858.76; and for an aggregate total today of \$1,539,077.01. Commissioner Jones seconded and the motion passed unanimously.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
Advanced Network Management, Inc.	IT Hardware Maintenance	\$6,974.00
Amazon Capital Services	Kitchen Sink, Casters & Battery	\$396.17
Apex Communications	Radio Contract Services	\$4,000.00
APG Media of the Rockies	Janitorial Services Ad	\$102.76
Ardurra	Professional Services	\$1,299.97
Baggs, Town of	Water Services	\$165.35
Bank of Montreal - Mastercard	Misc. Charges	\$35,068.17
BI Inc.	Monthly Elect. Monitoring Services	\$2,184.00
Blakeman Propane	Propane Services	\$1,439.76
Bob Barker Company, Inc.	Deodorant & Shampoo	\$473.58
Bob Ruwart Motors	Lighted Push Bumper	\$1,146.74
Bomgaars Supply	Couplings, Discharge Hose & Broom	\$168.95
Bridger Fabrication	Trailer Gear Box & Threaded Pipe	\$451.05
Brown & Hiser LLC	Legal Services	\$1,300.00
Bullock Law, LLC	Legal Services	\$861.00
Capital Business Systems Inc.	Copiers IT	\$2,244.31

Carbon County Fair Board	Q1 Rentals	\$1,200.00
Carbon Co. Fire Protection District	Oil Change/Balance Tires/New Tires	\$245.00
Carbon Power & Light Inc.	Electric Services	\$2,643.62
Charter Communications	Jail Cable	\$350.59
CIDNET	Facility Data	\$1,050.00
CNA Surety	Smith Bond	\$1,190.00
Coal Creek Law	Legal Services	\$1,120.00
Culligan Water Conditioning	Extra Course Salt	\$250.00
Dooley PhD, Greg	Discovery Review & Opinion Letter	\$1,200.00
Dynamic Controls Inc.	Actuator	\$252.00
Eaton Sales & Service LLC	Dispenser Repair	\$1,818.00
Elk Mountain, Town of	Water & Propane Services	\$635.16
Enbridge Gas UT WY ID	Gas Services	\$270.45
Encampment, Town of	Water Services R&B	\$105.00
Engineering Associates	Engineering for Bridge EOX & FCG	\$9,175.77
Fatbeam LLC	Fiber & Internet	\$4,590.00
Floyd's Truck Center	Cutting Edges for Wing	\$2,114.24
Fremont County Coroner's Office	Routine Forensic Autopsy	\$1,925.00
Graphic Business Solutions, LLC	Blue Envelopes	\$481.82
Hanna, Town of	Water Services	\$256.46
Haver, Emily L.	Meal Reimb.	\$51.43
High Plains Power	Electric Services	\$424.04
Jeffrey Center Board	Q1 Rentals	\$2,550.00
Kilburn Tire Company	Tire Repair/Boot	\$24.95
KTGA/KBDY	Radio Site Rent	\$150.00
Lifetime Benefit Solutions, Inc.	COBRA	\$35.00
Local Government Liability Pool	Membership Renewals FY26	\$78,840.00
McNees, James	Mileage	\$77.00
Medicine Bow, Town of	Water Services	\$214.60
Merchant McIntyre & Assoc., LLC	Monthly Retainer	\$8,000.00
Merseal Law, LLC	Legal Services	\$6,861.83
Mountain Trail Medical	Medical Services	\$6,500.00
MPM Corp / Evergreen Disposal	Trash Services	\$110.00
Napa - Saratoga	Misc. Auto Parts & Supplies	\$1,003.02
Norco, Inc.	Cylinder Rental & Flap Discs	\$973.58
Olde Trading Post	Welder Fuel	\$111.99
O'Reilly Auto Parts	Misc. Auto Parts & Supplies	\$346.11
Othram Inc.	FGG Testing Payment	\$2,500.00
Perkins Oil Co.	Gas/Fuel	\$7,648.54

Perue Printing	Gwynn Bartlett Business Cards	\$42.00
Plainsman Printing & Supply	File Folders	\$737.50
Quill Corporation	Misc. Office Supplies	\$616.18
R.P. Lumber Company, Inc.	Faucet	\$199.99
Rapid Fire Protection, Inc.	Annual Sprinkler Inspections	\$760.00
Rawlins Automotive	Misc. Auto Parts & Supplies	\$525.73
Rawlins Hardware - 5410	Misc. Parts & Supplies	\$280.76
Rawlins Hardware - 5465	Misc. Parts & Supplies	\$113.90
Rawlins Pack & Ship LLC	FedEx Shipping Label	\$22.62
Rawlins, City of	Water Services & Landfill Fees	\$6,092.61
Ready, Justin	Mileage Reimbursement	\$88.00
Registrationmax, LLC	Fair Registration Software	\$750.00
Rice - Prior, Denise	Mental Health Services	\$1,100.00
Rocky Mountain Oilfield Warehouse	Radio Equipment Repairs	\$345.00
Rocky Mountain Power	Electric Services	\$22,685.55
Rocky's Quik Stop	Diesel Fuel	\$2,714.34
Saratoga Sun	Abandoned Vehicle Ad	\$135.00
Saratoga, Town of	Water Services	\$49.82
Schaeffer Mfg. Co.	Oil	\$3,639.29
Shippy Solutions LLC	Interpretation Services	\$40.00
Shively Hardware	Misc Building Parts & Supplies	\$226.88
Slow & Steady Law Office, PLLC	Legal Services	\$3,840.00
Stinker Stores Inc.	Fuel	\$3,815.63
Summit Food Service	Jail Meals	\$9,288.45
Swanson Services Corporation	Jail Commissary Supplies	\$1,076.60
T.W. Enterprises, Inc.	Coolant/Mileage/Labor	\$567.74
Terminix	Pest Control	\$193.00
Tin Boy Garage	Misc. Auto Parts & Supplies	\$90.36
Transunion Risk & Alternative Data	Tru-lookup Person Search	\$175.00
United States Postal Service	Admin Postage	\$10,000.00
United Tactical Systems, LLC	Non-Lethal Ammunition	\$811.00
Valley Oil Company	Diesel	\$993.25
Voiance Language Services LLC	Interpretation Services	\$158.25
Volunteers of America	Crisis Center Funding	\$50,000.00
Walker, Jeanette R.	Mileage Reimbursement	\$61.90
West End Sinclair	Fuel	\$679.26
WLC Engineering	Engineering CR 401-Sage Creek	\$6,914.75
WY Behavioral Institute	Med. Services & Emergency Detention	\$9,802.00
WY Machinery Company	Labor, Maint., Misc. Parts & Supplies	\$1,445.29

WY Rents, LLC	Scissor Lift for Crane Inspection	\$260.00
WY Secretary of State	Notary Public	\$60.00
Wyoming Health Fairs	Ee Blood Draws	\$890.00

### **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 April 1, 2025, regular meeting minutes; April 8, 2025, special meeting minutes; monthly receipts from the Carbon County Clerk in the amount of \$14,781.50 and Clerk of District Court in the amount of \$3,993.00; and a bond for Lisa M. Smith, Carbon County Clerk in the amount of \$100,000.00. Commissioner Johnson seconded and the motion passed unanimously.

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

#### **Fire**

Vice Chairman Bartlett moved to approve and authorize the Chairman's signature on the Certification of the Existence of the Carbon County Fire Protection District. Commissioner Jones seconded and the motion passed unanimously.

Commissioner Johnson moved to approve and authorize the Chairman's signature on Resolution No. 2025-10, A Resolution Acknowledging the 2024 Assessment for the Carbon County Fire Protection District. Vice Chairman Bartlett seconded and the motion passed unanimously.

Vice Chairman Bartlett moved to approve and authorize the Chairman's signature on the letter of review for the Carbon County Fire Protection District. Commissioner Johnson seconded and the motion passed unanimously.

#### **Building and Grounds**

Vice Chairman Bartlett moved to award the bid to Wyoming Cleaning Solutions for a two-year contract and requested that Mr. Askins reach out to Wyoming Cleaning Solutions to see if he would be willing to re-negotiate the price and reduce by the difference of the previous contract amount which is approximately \$11,000 less and authorize the Chairman's signature on the Contract for Services. Commissioner Jones seconded and the motion passed unanimously.

#### **Road & Bridge**

Commissioner Johnson moved to award the bids to Steve Hays in the amount of \$500.00 for the 1982 Western Star semi (VIN: 2WKPDCJE3CK908753); and the 1980 Birmingham lowboy trailer (VIN: VB198). in the amount of \$1,500.00. Commissioner Espy seconded and the motion passed unanimously, Vice Chairman Bartlett abstained due to conflict.

Commissioner Espy moved to waive procurement policy and proceed with Reiman Corp and approve and authorize the Chairman's signatures the Cooperative Agreement between WYDOT

and the County Commissioners regarding Cooperative Agreement between WYDOT and the County Commissioners regarding Bridge Structure DMT, CR680 (Baggot Rocks Road) over the Encampment River Commissioner Johnson seconded and the motion passed unanimously.

Commissioner Espy moved to authorize the Chairman's signatures on the Cooperative Agreement between WYDOT and the County Commissioners regarding Federal Project STP-BROS CN06075 Recon Bridge Over Medicine Bow River Structure No. DNC. Vice Chairman Bartlett seconded and the motion passed unanimously. Commissioner Johnson abstained due to conflict.

Commissioner Espy moved to approve the Amended Road Use Agreement with Power Company of Wyoming for the Sierra Madre/Chokecherry Wind Energy Facility and allow any commissioner to sign. Commissioner Johnson seconded and the motion passed unanimously.

#### **Clerk**

Vice Chairman Bartlett moved to appoint Kathy Hiatt to the Old Pen Joint Powers Board for a 3-year term ending April 2028. Commissioner Jones seconded and the motion passed unanimously.

Vice Chairman Bartlett moved to approve the County Clerk to proceed with switching FSA/HRA administrators from Health Equity to Rocky Mountain Reserve and draft the necessary documents or notifications pending legal review. Commissioner Johnson seconded and the motion passed unanimously.

#### **Attorney**

Commissioner Johnson moved to approve and authorize the Chairman's signature on the amended Resolution No. 2025-08 regarding C.U. Case File #2023-06, "Midwest Communications Site Permit Extension #1. Commissioner Espy seconded and the motion passed unanimously.

#### **Commissioners**

Vice Chairman Bartlett moved to approve and authorize any Commissioners signature on a Contract for Services with Ardurra and in the amount of \$10,000.00 for a GIS needs assessment. Commissioner Espy seconded and the motion passed unanimously.

Commissioner Jones moved to approve and authorize the Chairman's signature on the Notice to Proceed with Savery Creek Enterprises, Inc to Demolish Hangars and Connectors Project at Dixon Airport. Commissioner Johnson seconded and the motion passed unanimously.

Commissioner Jones moved to approve and authorize the Chairman's signature on the Dixon Airport Hangar Lease Agreement with Tim Frantzen of Old Hat Creek Ranch LLC for a term of 30-years and in the amount of \$1,556.48 per year with every 5<sup>th</sup> year being adjusted according to the Consumer Price Index. Commissioner Espy seconded and the motion passed unanimously.



Vice Chairman Bartlett moved to approve and authorize the Commissioner Jones' signature on the Letter of Reasonableness regarding the Change Order between Ardurra and Carbon County for fees that were excluded from the original fee sheet for the Dixon Airport acquisition and demolishing of the north hangars and demolishing connectors for an increase of \$2,856,000. Commissioner Espy seconded and the motion passed unanimously.

### **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 3:49 p.m. with Clerk Smith and Ashley Mayfield Davis to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Johnson seconded and the motion passed unanimously.

Commissioner Espy moved to come out of executive session at 4:43 p.m. noting no action was taken and that the minutes be signed and sealed. Vice Chairman Bartlett seconded and the motion passed unanimously.

### **ADJOURNMENT**

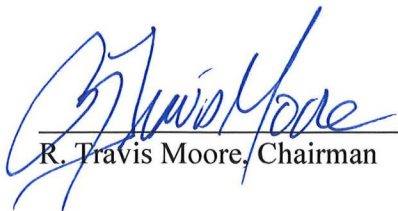
Commissioner Espy moved to adjourn the meeting at 4:43 p.m. Commissioner Jones seconded and the motion passed unanimously.

The regular meeting of this Board will be held Tuesday, May 20, 2025, at 2:00 p.m. at the Riverside Town Hall, located at 207 W Welton St, Riverside, WY. The public is invited to attend or listen online at the website listed below. To be 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.carboncountyyw.gov](http://www.carboncountyyw.gov) or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.

  
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Lisa Smith, Carbon County Clerk



Approved this 6<sup>th</sup> day of May 2025.  
BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

  
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R. Travis Moore, Chairman