

**OFFICIAL MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, May 6, 2025, 9:00 a.m.
Special Budget Hearing
Wednesday, May 7, 8:30 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, May 6, 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

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

VOUCHERS

Vice Chairman Bartlett moved to approve payment to Sunrise Sanitation for \$75.00. Commissioner Espy seconded and the motion passed with all voting for the motion except Commissioner Jones who abstained due to personal conflicts.

Vice Chairman Bartlett moved to approve the report of expenditures in the amount of \$421,972.95 for an aggregate total today of \$422,047.95. Commissioner Espy seconded and the motion passed unanimously.

Vendor	Detail Line Description	Total
Abels, Duane E.	County Health Officer	\$1,633.00
Amazon Capital Services	Misc. Charges	\$195.92
Anderson, Brett	Soberlink Monitor Deposit Refund	\$875.00
Anderson, Erica	Soberlink Daily Deposit Refund	\$34.00
Ardurra	DWX On Call Engineering 2024	\$2,978.75
AT&T Mobility	CCSO MDT Service	\$373.26
AT&T Mobility - SEI Processing	CCSO MDT Data Devices	\$716.25
Bank of Commerce	Checks & Deposit Slips	\$649.68
Bisceglia, Debra	Jury Trial Bailiff Duty	\$150.00
Black Hills Energy	Gas Services	\$11,790.66
Blakeman Propane	Propane Services	\$1,597.68
Blue Knight Security LLC	Jail Extraditions - Romero	\$3,925.00

Bob Barker Company, Inc.	Inmate Clothing & Hygiene Supplies	\$1,471.39
Bomgaars Supply	Misc. Supplies	\$153.20
Boys & Girls Clubs of Carbon Co.	Qtr. 1 2025 TANF	\$1,264.67
Carbon County Comet	Misc. Ads	\$974.10
Carbon County Fair Board	Monthly Outside Agency Payment	\$2,725.00
Carbon Co. Higher Ed. Center	Care Fair Supplies	\$175.00
Carbon County Library	Monthly Outside Agency Payment	\$29,247.00
Carbon County Museum	Monthly Outside Agency Payment	\$18,995.00
Carbon County Senior Services	Monthly Outside Agency Payment	\$18,212.50
Cash, Kylee	Witness Fees	\$45.00
Casper Winnelson Co.	Misc. Plumbing Supplies	\$1,702.33
CDW Government, Inc.	Misc. IT Supplies	\$7,841.71
Class of 2025	Post Graduation Party	\$500.00
Clegg Barbara A.	Mileage Reimb.	\$46.53
Cowboy Chemical	Laundry & Dish Detergent	\$588.10
Daily Times	Jail Newspapers	\$135.36
Davis, Ashley	Mileage Reimb.	\$539.00
DBT Transportation Services LLC	DWX Visibility Bi-pad Upgrade	\$23,921.00
Dixon, Town of	Water Services	\$308.00
Eckerberg, Brianna	Witness Fees	\$278.60
Elevated Health & Safety Solutions	Random Drug & Alcohol Tests	\$204.00
Engstrom, James D. DDS	Inmate Dental Services	\$2,500.00
Erickson & Roberts	Emergency Detentions	\$613.00
FedEx	Shipping of Inmate Hygiene Supplies	\$156.00
Galls/Quartermaster	Deputy Clothing	\$115.07
Grainger	Rack Enclosure	\$225.10
Greater WY Big Bros/Sisters	Qtr. 1 TANF 2025	\$1,493.75
Hagan, Walter	Jury Trial Bailiff Duty	\$150.00
Hanna, Town of	Water Services	\$256.46
HealthEquity	Apr 2025 Monthly Admin Fee	\$243.00
Heintz Surveying & Eng., LLC	Professional GIS Services	\$2,666.25
High Plains Power	Electric Services	\$439.92
Hughes, Chris	Mileage Reimb.	\$17.60
Iacovetto, Karon	Monthly Janitorial Services	\$8,230.00
Jefferson, Marquez	Soberlink Refund	\$594.50
Kaluzny, Emily	Personal Phone Usage	\$30.00
Kilburn Tire Company	Tires	\$1,239.36
Kone Elevators Escalators	Freight Elevator Labor & Expense	\$2,683.07
Lifetime Benefit Solutions, Inc.	COBRA Buy Up Fee	\$35.00

Lopez, Caitlin F.	Mileage Reimb. For Training	\$185.90
Martinez, Jamie	Witness Fees	\$30.00
Mckesson Medical-Surgical	Inmate Medical Supplies	\$830.97
Moze Ventures LLC	Labor for Bumper Install	\$500.00
Myers, Adelaide	Library Board Mileage Reimb.	\$46.20
Napa – Saratoga	Misc. Auto Parts & Supplies	\$1,056.36
Natrona County Legal	Emergency Detentions	\$2,391.68
Norco, Inc.	Cylinder Rental	\$1,046.50
Offender Watch	Sex Offender Notification	\$229.22
Olde Trading Post	March S&R Fuel	\$229.73
O'Reilly Auto Parts	Misc. Auto Parts	\$206.46
Parker, Elizabeth	Mileage Reimb	\$13.64
Perue Printing	Desk Name Plate & Envelopes	\$250.95
Prinz, Carson	Soberlink Refund	\$703.50
Quill Corporation	Misc. Office Supplies	\$742.35
Rawlins Automotive	Misc. Auto Parts & Supplies	\$913.20
Rawlins Eastside Carwash	Patrol Vehicles Carwash	\$229.71
Rawlins Hardware – 5410	Misc. Parts & Supplies	\$244.11
Rawlins Hardware – 5465	Misc. Parts & Supplies	\$89.50
Rawlins Pack and Ship LLC	FedEx Shipping	\$52.59
Rawlins, City of	Water Services	\$110.28
RDO Equipment Co.	Batteries for John Deere Motor Graders	\$1,387.28
Rice - Prior, Denise	Inmate Mental Health Services	\$1,400.00
Rietveld, Toni	Mileage Reimb	\$48.40
RNB State Bank	Ee's Year of Service Gift Cards	\$199.75
Rocky Mountain Power	Electric Services	\$21,276.43
Saratoga Middle High School	Post Prom Party	\$500.00
Savery Creek Enterprises Inc.	Bridge Replacement Project CR 270	\$44,840.00
Shively Hardware	Misc. Parts & Supplies	\$166.44
Skyline Motors, Inc.	Sensor	\$355.04
Smith Psychological Services	Psych Eval	\$400.00
Smith, Brett	Ee Service Award – Jacket	\$70.00
Smith, Randall	Witness Fees	\$30.00
State of Wyoming A & I	State Mainframe Access & File Storage	\$81.44
Stericycle, Inc.	Steri Safe Budget Subscription	\$50.80
Stinker Stores Inc.	Fuel	\$6,840.85
Summit Food Service	Inmate Meals	\$27,829.67
Sunrise Sanitation Service, LLC	Trash Service	\$75.00
Swanson Services Corporation	Inmate Commissary	\$2,472.30

Swanson, Rachel A.	Meals & Mileage Reimb	\$337.99
Terra GIS	Web Map Services	\$3,200.00
The Masters Touch, LLC	DMV Mailing Service	\$5,004.12
Total Response	Software & Training Renewal	\$16,114.85
Tractor Supply Credit Plan	Drill Driver Kit	\$159.00
Tyler Technologies Inc.	DocuPro Support & Tyler Web Hosting	\$594.76
UPRSWDD	Trash Services	\$152.00
Vaughn Concrete Products Inc.	Concrete Safety Barriers	\$2,898.00
Victory H.S. Activities Fund	Post Prom Party	\$500.00
WACO	Annual WACO Dues Fy25	\$400.00
Walker, Ryan	Witness Fees	\$15.00
Wex Bank	Fuel	\$708.53
Wilson, Karon	Library Board Mileage Reimb.	\$46.20
Wreck-A-Mend	Windshield Kit	\$1,399.82
WY Dept of Health	2 & 3 Qtr. TANF, Nurse Salary & Vehicle	\$86,041.29
WY Dept of Transportation	Dixon Airport Fuel License	\$50.00
WY Guardians Ad Litem Program	Qtr. 1 Gal Fees	\$7,439.33
WY Machinery Company	Travel & Repairs to Cat	\$2,301.68
WY Cleaning & Solutions LLC	Custodial Services	\$7,783.33
Young, Tracy	Apr 2025 Nurse Prevention Salary	\$3,000.00
Zumbrennen Electric Inc.	Electrical Services @ Various Bldgs.	\$9,841.03

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 15, 2025, regular meeting minutes; monthly receipts from the Road and Bridge in the amount of \$100.00, Planning and Development in the amount of \$3,050.00, Clerk of District Court in the amount of \$4,340.00 and County Clerk in the amount of \$22,697.57; bonds for Rebekah A. Slater, Clerk/Treasurer for the Town of Sinclair in the amount of \$50,000.00 and Brooke D. Mruzek, Treasurer for Carbon County School District #1 Recreation Board in the amount of \$10,000.00; and a Rider for Alethea M. Foster, n.k.a. Alethea Weber, Clerk for the Town of Baggs. Vice Chairman Bartlett seconded and the motion passed unanimously.

ELECTED OFFICIALS & DEPARTMENT HEADS

Emergency Management

Vice Chairman Bartlett moved to authorize the closure of the Carbon County Courthouse for training on June 4, 2025, from 12:00 p.m. to 5:00 p.m. Commissioner Jones seconded and the motion passed unanimously.

Vice Chairman Bartlett moved to approve and authorize the Chairman's signature on Amendment One to the Grant Award Agreement between WY Office of Homeland Security and Carbon County for Emergency Management payroll (24-EMPG-CAR-GCF24) to extend the period of performance to June 30, 2026. Commissioner Espy seconded and the motion passed unanimously.

Commissioner Espy moved to approve and authorize the Chairman's signature on a letter to the Wyoming Office of Homeland Security regarding the closeout of the Hanna fence project grant (21FEMA-HANF-FM5347-5F). Commissioner Jones seconded and the motion passed unanimously.

Commissioner Johnson moved to adopt Wyoming Region 3 Hazard Mitigation Plan – 2025 and authorize the Chairman's signature on Resolution No. 2025-11, a Resolution of the Board of County Commissioners of Carbon County, Wyoming, adopting the Wyoming Region 3 Hazard Mitigation Plan – 2025 update as this jurisdictions Mult-Hazard Mitigation Plan. Vice Chairman Bartlett seconded and the motion passed unanimously.

Break 9:10 a.m. back in session 9:23 a.m.

Sheriff

Vice Chairman Bartlett moved to ratify the Chairman's signature on the Memorandum of Understanding between the Town of Saratoga, Carbon County Sheriff and the Carbon County Board of County Commissioners for providing emergency dispatch services that was previously signed. Commissioner Jones seconded and the motion passed unanimously.

Building and Grounds

Commissioner Espy moved to approve and authorize the Chairman's signature on the Contract for services with Wyoming Cleaning & Solutions for custodial services at the Courthouse in the amount of \$79,00.00, the Carbon Building- Courthouse Annex in the amount of \$83,545.00. and the Carbon County Jail and Communication Center in the amount of \$25,500.00 per year and for a period of 2 years beginning July 1, 2025, and ending June 30, 2027, with the option at the County's discretion to extend for an additional two-year period beginning July 1, 2027, through June 30, 2029. Vice Chairman Bartlett seconded and the motion passed unanimously.

Commissioner Jones moved to waive the procurement policy, approve the quote from KONE to repair and upgrade the freight elevator at the Carbon Building in the amount of \$207,120.00 from fund 195 and authorize any commissioner's signature on the Contract for Services pending legal review. Vice Chairman Bartlett seconded and the motion passed unanimously.

Road & Bridge

Commissioner Johnson moved to approve and authorize the Chairman's signature on Pay Application #1 for the Difficulty Creek Bridge Replacement Project in the amount of \$44,840.00. Commissioner Jones seconded and the motion passed unanimously.

Commissioner Jones moved to approve and authorize the Chairman's signature on the Contract for Purchase and Delivery with Reiman Corp for bridge repairs to bridge structure DMT over Encampment River on CR680 in the amount of \$106,350.00 with an additional \$1,063.50 for the performance bond. Vice Chairman Bartlett seconded and the motion passed unanimously.

Clerk

Vice Chairman Bartlett moved to approve and authorize the Chairman's signature on the Blue Cross Blue Shield of WY 2024-2025 Section 204 Agreement. Commissioner Johnson seconded and the motion passed unanimously.

Clerk Smith presented an amendment to the Rules and Regulations Governing the Licensing of Liquor and Malt Beverage Sales for Carbon County. The current rules were last amended in 2021 so it is time to make an update to include the new legislation regarding Hotel Resort Liquor Licenses. The BOCC made no changes therefore Clerk Smith will advertise for the changes to be adopted pursuant to the Administrative Procedures Act

Vice Chairman Bartlett moved to approve the renewal of the UW Bucking Horse and Rider Organization Use Agreement with an expiration date on June 30, 2027. Commissioner Jones seconded and the motion passed unanimously.

Vice Chairman Bartlett moved to approve and authorize the Chairman's signature on Amendment One to the Grant Agreement between the WY Dept of Health, Public Health Division for Public Health Preparedness and Response Unit, for the purpose of replacing attachment A, Public Health Preparedness and Response Statement of Work with attachment A-1, Revised Public Health Preparedness and Response Statement of Work and amend the subrecipients address. Commissioner Espy seconded and the motion passed unanimously.

Attorney

Vice Chairman Bartlett moved to approve Amendment One to the Real Property Lease No 8-09274 between Carbon County and the State of Wyoming Department of Administration and Information for Department of Family Services for 6,179 square feet of office space located in the Caron Building – Courthouse Annex in the amount of \$67,969.00 and for a term through June 30, 2027. Commissioner Johnson seconded and the motion passed unanimously.

Commissioners

Vice Chairman Bartlett moved to approve any Commissioner's signature on the Contract for Purchase and Delivery with Harold F. Johnson Masonry, Inc. for tuckpointing masonry restoration at the Carbon Building – Courthouse Annex and Carbon County Courthouse in the amount of \$316,880.00 to be paid from fund 195. This does not include the retaining wall. Commissioner Espy seconded and the motion passed unanimously.

Commissioner Jones moved to approve and authorize the Chairman's signature on the Master Services Agreement with Boston Productions Incorporated and Carbon County for WY250

Committee celebration and corresponding Exhibit A and officially named Commissioner Jones as the liaison. Vice Chairman Bartlett seconded and the motion passed unanimously.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 10:29a.m. with Clerk Smith and Ashley Mayfield Davis 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 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Johnson seconded and the motion passed unanimously.

Public Hearing - Z.C. Case #2025-02 – Greg and Kiana Drake

Chairman Moore opened a public hearing at 11:36 a.m. to hear Planning & Zoning Z.C. Case File No. 2025-02 - Greg and Kianna Drake's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Rural Residential Agriculture (RRA-10) on approximately 10 acres. The RRA Zone is intended to be applied in areas of the County which are particularly suited to large-lot development that allow both agricultural and residential uses intermingled and is located approximately 3 miles northeast of Saratoga and approximately 1 mile east of Carbon County Road #205 (Lake Creek/205 Extension Road). Kristy Rowan, Planning & Development Coordinator and Zoning Administrator presented the case file.

Chairman Moore called for comments for or against the case. There being no comments, Chairman Moore closed the hearing at 11:41 a.m.

Commissioner Espy moved that based on the recommendation of the Planning & Zoning Commission and staff to approve Resolution No. 2025-12 A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission regarding Z.C. Case File No. 2025-02 - Greg and Kianna Drake's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Rural Residential Agriculture (RRA-10) on approximately 10 acres and located approximately 3 miles northeast of Saratoga and approximately 1 mile east of Carbon County Road #205 (Lake Creek/205 Extension Road). Vice Chairman Bartlett seconded and the motion passed unanimously.

Public Hearing - C.U. Case #2025-02 – Condict & Sons Cattle Company

Chairman Moore opened a public hearing at 11:42 a.m. to hear Planning & Zoning C.U. Case File No. 2025-02 - Condict and Sons Cattle Company's request for a Conditional Use Permit in the Ranching, Agriculture and Mining (RAM) Zone. The request is to permit/allow 1 cabin used for seasonal employee housing and recreational and seasonal hunting, lodging accommodations for an outfitting and guide operation. The proposed project area encompasses approximately 1+/- acre. The overall property contains approximately 2,172 acres, which includes Condict and Sons Cattle Co., Inc. and is located approximately 12 miles southeast of Saratoga off WY HWY 130 on the

north side near mile marker 65. Kristy Rowan, Planning & Development Coordinator and Zoning Administrator presented the case file.

Chairman Moore called for comments for or against the case. There being no comments, Chairman Moore closed the hearing at 11:47 a.m.

Commissioner Johnson moved that based on the recommendation of the Planning & Zoning Commission and staff to approve Resolution No. 2025-13, A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission regarding C.U. Case File No. 2025-02 - Condict and Sons Cattle Company's request for a Conditional Use Permit in the Ranching, Agriculture and Mining (RAM) Zone, to permit/allow 1 cabin used for seasonal employee housing and recreational and seasonal hunting, lodging accommodations for an outfitting and guide operation with a proposed project area encompassing approximately 1+/- acre and is located approximately 12 miles southeast of Saratoga off WY HWY 130 on the north side near mile marker 65. Vice Chairman Bartlett seconded and the motion passed unanimously.

RECESS

Vice Chairman Bartlett moved to recess the meeting at 11:57 a.m. Commissioner Espy seconded and the motion passed unanimously.

Chairman Moore reconvened the meeting at 1:00 p.m.

RECESS

Chairman Moore called a recess at 4:15 p.m. and to reconvene at 8:30 a.m. on Wednesday, May 7, 2025.

A special budget workshop meeting of the Board of Carbon County Commissioners (BOCC) reconvened on Wednesday, May 7, 2025, at 8:30 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 8:30 a.m.

BUDGET

Chairman Moore called a recess at 11:10 a.m. and reconvened at 12:30 p.m.

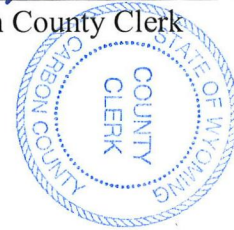
ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 2:26 p.m. Commissioner Johnson seconded and the motion passed unanimously.

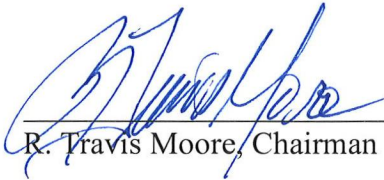
The regular meeting of this Board will be held Tuesday, June 3, 2025, at 9:00 a.m. at the Carbon Building – Courthouse Annex, located at 215 W. Buffalo St. Rawlins, WY. The public is invited to attend or listen online at the website listed below. To be placed on the agenda, call the Clerk's Office by Thursday before the meeting. Per Wyo. Stat. §18-3-516(f), access to county information can be obtained at www.carboncountywy.gov or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.



Lisa Smith, Carbon County Clerk



Approved this 20th day of May 2025.
BOARD OF COUNTY COMMISSIONERS
CARBON COUNTY, WYOMING



R. Travis Moore, Chairman