

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING**

**Tuesday, June 3, 2025, 9:00 a.m.  
Carbon Building – Courthouse Annex  
215 W. Buffalo St., Second Floor, Rawlins, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, June 3, 2025, at 9:00 a.m. at the Carbon Building – Courthouse Annex in 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 for an update and Candy Moulton with WY 250.

Commissioner Johnson moved to approve the agenda as amended. Commissioner Jones seconded and the motion passed unanimously.

**VOUCHERS**

Commissioner Espy moved to approve payment to Bartlett Oilfield Services Inc. for \$8,662.00. Commissioner Johnson seconded and the motion passed with all voting for the motion except Vice Chairman Gwynn Bartlett who abstained due to personal conflicts.

Commissioner Espy moved to approve the report of expenditures in the amount of \$517,511.62 for an aggregate total today of \$526,173.62. Commissioner Jones seconded and the motion passed unanimously.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
307 Shredding LLC	Shred Bin Contents	\$165.00
Abels, Duane E.	Medical Services	\$1,633.00
Advanced Network Management, Inc.	Managed Services	\$6,974.00
Amazon Capital Services	Misc. Charges	\$417.99
Apex Communications	Radio Contract Services	\$4,000.00
AT&T Mobility	Telephone & OEM Services	\$358.40
AT&T Mobility - SEI Processing	CCSO MDT Services	\$860.10
Bartlett Oilfield Service, Inc.	Blading On County Roads	\$8,662.00
Beck, Gregory A.	Mileage Reimbursement/Witness Fee	\$79.90
Black Hills Energy	Gas Services	\$10,435.29
Bomgaars Supply	Misc. Parts & Supplies	\$347.94

Buchanan, Karen	Mileage Reimbursement	\$135.30
Capital Business Systems Inc.	IT Copiers	\$2,341.98
Carbon County Fair Board	Monthly Outside Agency Payment	\$2,725.00
Carbon Co. Higher Education Center	Student Stipends & Facilitator Cost	1048.00
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
CDW Government, Inc.	4MDT's, SD Cards & SD Card Readers	\$16,910.09
CIDNET	Data Purchased by a Facility	\$600.00
Civic-Plus	ADA Compliance for Website	\$2,250.00
Dell Marketing L.P.	Computers	\$19,917.49
Durst, Mikalah	Elec Monitor Refund	\$399.00
Erickson & Roberts	Professional Services	\$420.73
Fatbeam LLC	Fiber & Internet Services	\$4,679.70
Fremont County Coroner's Office	Routine Forensic Autopsy	\$3,850.00
Galls/Quartermaster	Deputy Uniforms	\$912.21
Grainger	Grease Treatment	\$95.66
Hays, Patricia	Mileage Reimbursement	\$44.00
HealthEquity	May 2025 Monthly Admin Fee	\$246.95
Iacovetto, Karon	Custodial Services	\$8,230.00
Jack's Body & Fender Repair	Tow Ticket	\$312.00
K2 Towers III, LLC	Radio Site Rent	\$4,637.08
Kaisler, Todd	Mileage Reimbursement	\$99.00
Kaluzny, Emily	Personal Phone Usage	\$30.00
Kilburn Tire Company	Tires	\$3,586.08
Kone Elevators Escalators	Freight Elevator	\$2,720.63
KTGA/KBDY	Radio Site Rent & Crime Rights Week Ad	\$260.00
Laramie Gm Auto Center	Oil Change	\$82.75
Lifetime Benefit Solutions, Inc.	Cobra-Buy Up Fee	\$35.00
Long Building Technologies, Inc.	Labor	\$1,015.00
Maloney, Micayla L.	Mileage Reimbursement	\$44.00
Merchant McIntyre & Assoc., LLC	June 25 Retainer	\$8,000.00
Moss, Barbara	Mileage Reimbursement	\$127.60
Motorola Solutions	GIS Services for CCSO	\$15,204.00
Moze Ventures LLC	Install Watchguard M500 In F-150	\$950.00
Napa - Saratoga	Repair Kit	\$17.99
Nation, Leslie H.	Mileage Reimbursement	\$44.00
Old Penitentiary Joint Powers Board	Quarterly Agency Payment	\$8,137.50
On The Hook LLC	Towing Services	\$100.00

Parker, Elizabeth	Mileage Reimbursement	\$15.13
Quadient, Inc.	Meter Tapes	\$56.05
Quill Corporation	Misc. Office Supplies	\$507.87
Rawlins Automotive	Misc. Auto Parts & Supplies	\$944.94
Rawlins Hardware - 5410	Misc. Parts & Supplies	\$176.06
Ready, Justin	Mileage Reimbursement	\$88.00
Reed Smith LLP	MHCC Litigation	\$1,555.50
Rice - Prior, Denise	Mental Health Services	\$1,300.00
Robertson, Joel A	Hotel Room Reimbursement	\$486.49
Romero, Franky	Soberlink Monitor Refund	\$1,024.00
Saratoga Sun	Subscription Renewal	\$57.00
Saucedo, Carlos	Trainer Fees	\$2,247.50
Sawdust Unlimited	Foam Cribbage Boards with Pegs	\$80.00
Shippy Solutions LLC	Interpret Hearing	\$80.00
Shively Hardware	Chain Saw/Oil	\$42.45
Snake River Press	Misc. Ads	\$136.00
South Central WY EMS	Quarterly Agency Payment	\$11,432.50
Spaulding, Dawnette	Mileage Reimbursement	\$60.90
State of Wyoming A & I	State Mainframe Access	\$62.44
Stericycle, Inc.	Steri-Safe Budget Subscription	\$50.80
Stinker Stores Inc.	Diesel	\$16,005.36
Summit Food Service	Jail Meals	\$13,783.10
Swanson Services Corporation	Jail Commissary Supplies	\$958.80
Swanson, Rachel A.	Mileage Reimbursement	\$304.70
The Cowboy Couture	Embroidered Clothing	\$596.80
The Product Center	Cartridge	\$551.13
Trevathan, Sabrina RDR	Interview of Valerie Setright	\$148.80
Tyler Technologies, Inc.	Grant Project Tracking Annual Fee	\$926.10
Voiance Language Services LLC	OPI Interpretation Services	\$48.75
W.A.R.M. Property Insurance Pool	Insurance Coverage	\$246,861.27
Webster, Matthew S.	Mileage	\$466.95
Weiland, Helen	Mileage Reimbursement	\$69.30
WLEA-ADVTRNG	Vanderloo, Victoria Basic	\$790.00
Wohl, Judith	Mileage Reimbursement	\$38.50
WY Dept of Transportation	New Plate 2003 Homemade Trailer	\$10.00
Wy Rents, LLC	Ring/Gasket/Coupling	\$280.54
WYDOT Financial Services	Brush Creek Bridge	\$59.70
Wyoming Cleaning & Solutions LLC	Custodial Services	\$6,583.33
Wyoming Health Fairs	Ee Blood Draws	\$2,565.00

Young, Tracy	Mileage Reimbursement	\$4,125.00
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## **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 minutes from the Commissioner's meeting held on May 20, 2025; Monthly receipts from the Planning and Development Department in the amount of \$1,550.00; and a bond for Brandee Forster Clerk/Treasurer for the Town of Dixon. Vice Chairman Bartlett seconded and the motion passed unanimously.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **Clerk**

Lisa M. Smith, Carbon County Clerk, provided an update on the Rules and Regulations Governing Liquor Licenses. She has received feedback from the Wyoming Liquor Division and will be reviewing their recommendations and providing suggested fee changes for the next meeting.

Ms. Smith updated that she received notification from Congresswoman Harriet Hageman's office that they have submitted Carbon County's Sheriff Vehicle request to Appropriations for FY26. She will keep the board informed as this moves through the process.

### **Sheriff**

Alex Bakken, Carbon County Sheriff, recognized Undersheriff Shawn Kelley, Sergeant Zachary Folsom, and Dispatcher Victoria Vanderloo for their years of service to his department. Sheriff Bakken also updated the BOCC on the Unified Dispatch Progression. He is in the process of constructing an advisory group to ensure a smooth transition.

Sheriff Bakken also discussed American Institute of Avalanche Research and Education (AIARE) Grant Award. He stated that we have been awarded \$4,350.00 for the Avalanche Observation Program. This supplements the remaining \$23,079.02 from Discover Carbon County/Wyoming Department of Tourism. This funding will be allocated towards equipment and training for members of the Avalanche Observation Team (Pro Level I and II.)

### **Road & Bridge**

Kandis Fritz, Road & Bridge Coordinator, presented the only bid received for the Carbon County Road 401, Sage Creek Road Repair Project. The bid was received from 71 Construction in the amount of \$586,652.00. She discussed the safety issues resulting from the deterioration of this road. Attorney Davis mentioned that statutes have recently changed and that will be effective July 1, 2025, which will allow more lenience to change speed limits when needed.

Commissioner Johnson moved to award the bid to 71 Construction in the amount of \$586,652.00 for the CR 401, Sage Creek Road Repair Project to be paid out of any uncommitted impact funds

with the remainder coming from the fund 115 road fund. Commissioner Espy seconded and the motion passed unanimously.

Mrs. Fritz presented lease Agreement Gravel Permit #525 with Ron Wille and Lease Agreement Gravel Permit # 425 with James Wiant for commissioner approval.

Commissioner Jones moved to approve and authorize the Chairman's signature on the Lease Agreement Gravel Permit #525 for County Road 700 with Ron Wille in the amount of \$1,000.00 per year in a lump sum for 200 tons of aggregate to be removed from the Miller Gravel Pit and thereafter at a rate of \$5.00 per ton for a term of June 1<sup>st</sup>, 2025, until May 31, 2026; and the Lease Agreement Gravel Permit # 425 for County Road 504 with James Wiant in the amount of \$1,000.00 per year in a lump sum for 200 tons of aggregate to be removed from the Wiant Gravel Pit and thereafter at a rate of \$5.00 per ton for a term of June 1<sup>st</sup>, 2025, until May 31, 2026. Vice Chairman Bartlett seconded and the motion passed unanimously.

### **Certifications**

Kristy Rowan, Planning & Development Coordinator and Zoning Administrator presented a Certification of Recommended Action and requested a public hearing be scheduled. The applicant is for C.U. Case #2025-03 – Harmoni Towers and Eastgate Ranch LLC.

Vice Chairman Bartlett moved to accept the Certification of Recommended Action from the Carbon County Planning & Zoning Commission for is for C.U. Case #2025-03 – Harmoni Towers and Eastgate Ranch LLC and schedule a public hearing for July 1, 2025, at 11:30 a.m. at the Carbon Building-Courthouse Annex in Rawlins, Wyoming. Commissioner Johnson seconded and the motion passed unanimously.

### **IT**

Matt Webster, IT Director, discussed \$100,000.00 budgeted funds from Chokecherry this fiscal year for multifactor authentication. Only \$45,795.60 has been expended and he is requesting the remaining \$54,204.40 be used to replace older computers that won't run Windows 11. The board authorized him to proceed.

### **Library**

Commissioner Jones clarified that the Board of Carbon County Commissioners does not make decisions regarding closures of libraries or how the library's funds are allocated. She discussed the postcards received and said that she has been approached on this issue. The Library Board is responsible for making these decisions. Vice Chairman Bartlett stated that the county can't continue to fund all the buildings and services that they have funded in the past. Chairman Moore asked if the Library Board is also seeing the postcards and Maria stated that she believes they are.

Maria Wenzel stated there's been some misinformation from the public. She wants the public to voice their concerns but agrees the burden doesn't fall entirely on the county. She stated some postcards are being dropped off at libraries, however some were addressed to the county. Ms.

Wenzel clarified the library foundation cannot pay for operational expenses. Commissioner Jones believes this is in their bylaws and not in statute and could potentially be amended. Vice Chairman Bartlett asked how the consideration for combined buildings or employees are going? Ms. Wenzel stated it's been a difficult discussion, especially with employees and confidential records, procedures, and policies. She has looked at the Elk Mountain for possibilities. The Town of Baggs isn't open to any changes including assistance with the water bill. They are studying options for the Medicine Bow combining with the Senior Center and that seems the most feasible option at the time. Attorney Davis mentioned how the county has shared employees with agencies such as Cooperative Extensions and offered to assist with examples of some of the county's agreements if she chooses.

### **Public Health**

Amanda Brown, Public Health Director, discussed the resignation of Dr. Ables as County Health Officer. Her recommendation is to advertise for the position with consideration to restructure the contract and consider options other than using an M.D. for this role as allowed by statute.

Ms. Brown stated additional contracts will be coming soon related to communicable diseases. She stated she currently has two RN positions open and requested and received permission to fill one of those positions that is currently available in her budget.

### **Commissioners**

Commissioner Espy discussed commissioning a comment letter to the Wyoming Game and Fish Department (WGFD) regarding an update to the seasonal range map for the Ferris-Seminole Bighorn Sheep Herd Unit. The Herd Unit encompasses Bighorn Sheep Hunt Areas 17 and 26 and is located entirely within Carbon County. The proposed update includes the identification of new crucial winter/yearlong ranges and parturition (lambing) ranges.

This is the first update to the seasonal range maps for this herd since 1999. The population has seen a significant rebound, growing from fewer than 15 sheep in 2003 to approximately 300–350 today, thanks to successful transplants. These transplants have resulted in sheep that are well-adapted to the area and have established themselves across the Ferris, Seminoe, and Bennett Mountains. Habitat improvements have also made many areas in the Ferris-Seminole Ranges more suitable for bighorn sheep, especially during critical lambing periods, leading to the population's range expansion. Using GPS collar data collected between 2009 and 2023 wildlife managers are proposing new seasonal range maps that reflect where sheep spend time during the winter and lambing seasons.

As part of the update process, WGFD is requesting the BOCC to review and comment on the proposed updated seasonal range map by June 15, 2025.

Commissioner Espy moved to authorize any Commissioner to sign a letter to WY Game and Fish regarding an update to the seasonal range map for the Ferris-Seminole Bighorn Sheep Herd Unit. Commissioner Johnson seconded and the motion passed unanimously.

Attorney Davis presented a performance bond for board approval and Chairman's signature.

Vice Chairman Bartlett moved to approve the Performance Bond Proposal from Harold F. Johnson Masonry for the Carbon County Repointing Project. Commissioner Jones seconded and the motion passed unanimously.

Attorney Davis presented a letter accepting the funding from the WY Department of Health for the Chairman's signature.

Vice Chairman Bartlett moved to approve the Chairman's signature on the letter to the Wyoming Department of Health requesting funding in the amount of \$9,884.04 for the prevention and treatment of problematic gambling behavior in accordance with W.S. §9-24-104 choosing to accept this funding. Commissioner Johnson seconded and the motion passed unanimously.

### **WY250 WYOMING'S SEMI-QUINCENTENNIAL COUNTY COMMITTEE**

Candy Moulton provided an update regarding WY250 Wyoming's Semi-Quincentennial County Committee. The contract is in place for the production company, and they have started filming. They will be filming three historical re-enactments. There have been eight grants submitted from local non-governmental organizations. She discussed their previous funding request and explained the plans for this request are for an educational program through the museums and libraries. Commissioner Jones commended the committee on their knowledge and dedication to this project.

### **CITIZEN & COMMISSIONER DISCUSSION**

Ken Casner, a citizen for the Town of Elk Mountain, commended the board on allowing open discussion. He discussed the current budget in Elk Mountain and lost revenue from lack of issuing speeding citations in the Town of Elk Mountain.

Commissioner Johnson commented on the discussion with Ken Casner and reinforced the safety concerns, especially regarding safety of the children in the community that Mr. Casner addressed.

### **PUBLIC HEARING – CARBON COUNTY MALT BEVERAGE PERMIT TRANSFER**

Chairman Moore opened a public hearing at 11:00 a.m. to hear a request to transfer a County Malt Beverage Permit from Robert Konrath dba Walcott Services to Janice Konrath dba Walcott Services.

Clerk Smith stated the transfer notice was placed in the Carbon County Comet for two consecutive weeks specifically on May 3 and 10, 2025. She also noted her office checked with the Department of Revenue to ensure that Walcott Services is current on sales tax.

Chairman Moore called for public comments for or against the transfer. There being none, he closed the hearing at 11:02 a.m.

Vice Chairman Bartlett moved to approve the transfer of the County Malt Beverage Permit from Robert Konrath dba Walcott Services to Janice Konrath dba Walcott Services for a term that expires August 31, 2025, for the following described building: Walcott Services located at JCN of I-80 and HWY130, Walcott, WY 82335 noting that the applicant is in the process of renewing their license for the next term of September 1, 2025, through August 31, 2026. Commissioner Johnson seconded and the motion passed unanimously.

### **MEMORIAL HOSPITAL OF CARBON COUNTY (MHCC)**

Kerry Ashment, Chief Executive Officer and Stephanie Hinkle, Chief Operating Officer, and Will Grant Interim Chief Finance Officer for MHCC provided an update and presented a report to the board. Ms. Hinkle stated she wanted to address the needs of the physical hospital building for FY26. Mr. Ashment requests a budget increase from the standard \$150,000.00 they have received in the past to \$500,000.00. Commissioner Espy requested an itemized list of what this will cover. They still want to utilize the unexpended \$95,000.00 in addition to this new request. Vice Chairman Bartlett asked if the hospital could waive their current reimbursement process and allow them to be given funds up front? Commissioner Jones clarified these funds are to be used for maintenance only.

### **EDC**

Yvonne Johnson, Executive Director, provided an update and discussed the restructuring of their organization and their requested budgetary needs.

### **COMMISSIONER DISCUSSION**

Vice Chairman Bartlett discussed attending CCCOG. Her and Commissioner Espy visited the proposed bike trail route which Commissioner Espy detailed further. She states she will be attending the MHCC business breakfast tomorrow.

Commissioner Espy discussed the Wyoming Trails Bike Path Project and the difficulties with the proposed route and need for year-round maintenance and lack of details of who would be required to perform this maintenance. He also discussed his trip to the Western Interstate Region Conference in South Dakota. He also mentioned Secure Rural Schools and how that it is trying to be restored at the federal level.

Commissioner Jones discussed the first Seminoe Pump Storage meeting she attended with Kristy Rowan, Vice Chairman Bartlett and Attorney Davis. She also discussed the progress of the Wyoming Congressional Tour and the county's portion of this tour.

### **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 11:58 a.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 Johnson moved to come out of executive session at 1:15 p.m. noting 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 CO. BOARD OF DIRECTORS INTERVIEWS**

Clerk Smith presented board applications received for the vacant Memorial Hospital of Carbon County Board of Directors seat. Applications were received from David Geir, Stephanie Chiu, Phillip Bollinger, Kelly Brendt and Christine Bjork.

The BOCC interviewed the applicants one at a time sequestering the other applicants during each interview.

### **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 3:08 p.m. with Clerk Smith and Ashley Mayfield Davis to discuss MHCC Board Applicants. Commissioner Johnson seconded and the motion passed unanimously.

Commissioner Espy moved to come out of executive session at 3:27 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Johnson seconded and the motion passed unanimously.

Chairman Moore asked for a poll of each Commissioner's selection. Commissioner Johnson selected Stephanie Chiu, Vice Chairman Bartlett selected Stephanie Chiu, Chair Moore selected Stephanie Chiu, Commissioner Espy selected Stephanie Chiu, and Commissioner Jones selected Stephanie Chiu.

Commissioner Johnson moved to appoint Stephanie Chiu the Memorial Hospital of Carbon County Board of Directors for an unexpired 5-year term ending June 2025 with an automatic reappointment for an additional 5-year term ending June 2030. Commissioner Espy seconded and the motion passed unanimously.

### **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 3:29 p.m. Commissioner Johnson seconded, and the motion passed unanimously.

The regular meeting of this Board will be held Tuesday, July 1, 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.carboncountywyo.gov](http://www.carboncountywyo.gov) or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.